

Denver Press Club and Press Benevolent Association Board of Directors Meeting Agenda

July 23, 2019, at 6 p.m.

Directors present at the meeting:

- Dan Petty, president
- Linda Shapley, vice president
- Kevin Vaughan, treasurer
- Megan Jurgemeyer, secretary
- Bob Burdick
- Skyler McKinley
- Holly Gauntt
- Larry Ryckman
- Tom Foutch

1. Quorum, Call to Order | **6:04 p.m.**
2. Approval of Minutes | *Linda Shapley* | **6:04 p.m., 1 minute**
 - a. Vaughan moves to approve; Gauntt seconds. Approved on voice vote.
3. Membership: 6 new members | **6:05 p.m., 13 minutes**
 - a. Don Knox (Individual), Holly Gauntt (Media), Anna Petrini (Individual), Greg Finch (Non-Resident), Jordan Hedberg (Individual), Carl Filoreto (Media) Shapley moves to approve; Vaughan seconds. Approved on voice vote.
 - b. Follow up Colorado Women's Press Club membership status
 - c. Membership cards (*Kevin Vaughan*) Cards distributed to members in attendance. Kevin is still printing cards. When he is finished, we will schedule an event.
4. Public Comment | **6:18 p.m., 1 minute**
 - a. No public present
5. Treasurer's Report | *Kevin Vaughan* | **6:19 p.m., 11 minutes**

a. Big revenue events ahead, expenses already incurred. Outstanding membership dues making a negative impact. Discussion regarding auto-renew on memberships.

6. Hall of Fame Dinner | *Linda Shapley* | **6:30 p.m., 13 minutes**

a. Status of nominations: Living recipients have been notified. Date confirmed as October 4th. Need bios and head shots for honorees. Videos to be no more than 10 minutes. Will need to hire still photographer for event. Holly will provide a video photographer. We will look into whether or not streaming is a possibility.

7. Executive Session | **6:43 p.m., 54 minutes**

8. Code of Conduct Violation | **7:37 p.m., 3 minutes**

a. Motion: I authorize the board president to notify a member in writing of an allegation of a violation of the club's Code of Conduct, and to further notify the member that he has the right to be heard at the board's August meeting, after which the board will take whatever action it deems appropriate, if any. In addition, I move that the board president is authorized to consult the club's legal counsel in both preparing the written notice and regarding the process moving forward. Vaughan moves to approve; Ryckman seconds. 7 directors voted in favor, 1 abstained on voice vote.

*** 5 MINUTE BREAK ***

9. Damon Runyan Award | *Linda Shapley and Dan Petty* | **7:46 p.m., 11 minutes**

a. Honoree approval, contact discussion: Jury selected Robin Roberts of GMA as this year's honoree. Vaughan moves to approve; Gauntt seconds. Approved on voice vote. Holly to contact honoree and schedule event for Spring. Ideally, we would like the date solidified prior to the Hall of Fame Dinner.

10. President's Report | *Dan Petty* | **7:57 p.m., 51 minutes**

a. Walter Baas gift: He has gifted the club \$500,000 per executor of the estate. One requirement is that funding is partially directed toward a \$1,000 scholarship each year. This could take a long time to settle. Will need to find someone to act as trustee. The board is interesting in determining whether we can use a portion of the money to pay off the mortgage. Holly proposes consulting a financial planner for advice.

b. Building updates, written report from Jim Clarke

- i. Jim Clarke repaired the water line in the basement corridor
- ii. McBride Electric will repair the light fixture over the bar Friday, 7/26
- iii. Tom flipped remote switch for hood and now it appears to be working again
- iv. We are expecting an answer on our History Colorado grant application August 1st. If we get it, we must raise \$35,000. Phase one would target HVAC and roof. Phase two would target making the facility ADA compliant.

c. Updates with Ireland Stapleton Pryor & Pascoe: Will do pro-bono work to determine whether we're structured properly. Petty has provided information requested by the agency.

d. Eugene Tepper Celebration (*Kevin Vaughan*) Tepper gave us \$13,000 the year before last when we were struggling to pay the mortgage. He wanted four individuals honored. A plaque was presented to Eugene and an event will be scheduled to honor these folks. We hope to invite honorees or their descendants to the event.

e. Overdue memberships: Dan will create a Google doc to be shared with directors. We will indicate members we're each willing to contact and update status on the doc.

f. Scheduling fall board retreat: Dan suggests a weekend half-day gathering off-site to discuss big picture topics. Kevin offers his home as a location. The group is interested in locating a facilitator. Linda will reach out to CSU to see if they can connect us with someone. Larry suggests CU-Boulder or a friend's home in Pine Junction as a location. Tom considers the officers creating an agenda in advance of the event. Holly suggests we do not need a facilitator. Larry, Kevin and Megan agree. Dan will send out a poll on potential dates.

11. Manager's Report | *Tom Foutch* | **8:48 p.m., 14 minutes**

a. Events/Operations

i. Activity

1. June 2018 – Events: 9, Programming: 5

2. June 2019 – Event: 5, Programming: 5

ii. We've booked our first two holiday parties and a fall rehearsal dinner

b. Financials

i. June's book sale revenue totaled only \$389 (Voss says \$408) We normally make \$1,000 - \$1,500. We'll try again at the holidays and revisit whether this event is viable.

c. Membership

i. We've received a request from the City Club of San Francisco to be a reciprocal club. This means if you wanted to visit there, you should be extended the benefits offered by the club. We could look into establishing these relationships with clubs in other cities.

ii. Due to his continuing disruptive behavior, I'm meeting with member Don Frazier to discuss. If the behavior does not change, Foutch will file a complaint with the board.

d. Personnel

i. As mentioned last month, Cassie is, in all likelihood, leaving the Club and her last day is likely to be Thursday, 8/8. Tom has interviewed two bartending candidates and has scheduled a third. If Cassie commits to leaving, he says we're covered.

12. Committee Reports | **9:02 p.m., 19 minutes**

a. Programming | *Skyler McKinley and Noelle Phillips*: We need a second chair to be at the club for events. Could we find a member who can help host? Review of upcoming events. Mayor Hancock will guest bartend on August 22nd. He'll only be here for 30 minutes. We need to look at sending postcards for Parade of Lights events.

b. Membership | *Linda Shapley*

i. Corporate and news membership committee discussion: Linda met with Cindy Andrews and Noelle Phillips to create a fair corporate fee structure. Corporations would get one free membership, recognition in literature, facility rental and drink discounts, early access to Damon Runyan awards and access to facility amenities. There are additional discounts and benefits. The corporation would pay a minimal

fee to allow its employees to participate. Discounts for membership are tiered, based on how many folks in the company join. The initial membership fee is 2x whatever the original cost would be. There is conversation about how to get the younger journalists into the club. We will discuss further in the next programming meeting.

c. Marketing and Social Media | *Skylar McKinley*: Dan has control of the LinkedIn group.

13. New Business | **9:21 p.m., 5 minutes**

a. August meeting date discussion. Kevin proposes setting a regular recurring date. Dan suggests fourth Tuesday. That would line up as August 27th, September 24th, October 22nd. Because of the holidays, we'll do November 19th and December 17th.

14. Adjourn | **9:24 p.m.**