

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

October 1, 2019, 6 p.m.

Directors present at the meeting:

- Dan Petty, president
- Kevin Vaughan, treasurer
- Megan Jurgemeyer, secretary
- Linda Shapley
- Skyler McKinley
- Laura Frank
- Larry Ryckman
- Noelle Phillips
- Holly Gaunt
- Jim Clarke
- Tom Foutch

1. Quorum, Call to Order | **6:02 p.m.**
2. Welcome to the Board | *Jim Clarke and Dan Petty* | **6:02 p.m. 3 minutes**
3. Approval of Minutes | *Linda Shapley* | **6:05 p.m.1 minute**
4. Membership: 4 new members | **6:06 p.m., 7 minutes**
 - a. Andrew Kenney (Media), Jennifer Mallinen (Student), Sara Sylvain (Individual), Collin J. Cooper (Student)
 - i. Linda moves to approve, Holly seconds. Approved on voice vote.
 - ii. This brings us to 457 members.
 - b. Need to find additional dues payments
 - i. Dan will remind people at HOF dinner.
 - c. Membership cards (*Kevin Vaughan*)
 - i. Mixer is scheduled for Thursday. 20 – 25 people expected, per Skyler.
5. Public comment | **6:13 p.m.**
 - a. No public present
6. [Hall of Fame Dinner](#) | *Linda Shapley* | **6:13 p.m., 16 minutes**
 - a. Ticket sales and revenue

- i. 160 meals purchased. Looking to break even or do a bit better. Didn't meet food and beverage minimum, so room cost goes up.
 - ii. Next year we need to consider a second person, dedicated to selling tickets/tables. Can we find corporate sponsorships?
 - iii. Last minutes ticket sales would need to go through Linda.
 - b. Discuss videography, recording and lighting
 - i. Videos have been turned in for production.
 - ii. Photographer hired.
 - iii. Holly is looking into lighting possibilities. The request is two cross lights on the stage. We do not want to do a spotlight this year.
 - c. Other items
 - i. We're covered on volunteers.
 - ii. Mark Harden will discuss Ensslin scholarship fund.
 - iii. We will request donations to the building fund. We plan to put envelopes on tables and will send volunteers around with tip jar.
 - 1. Board members encouraged to participate to get others onboard.
 - 2. Dan will put a line in the newsletter asking folks to bring their checkbooks.

7. Damon Runyon Award | *Linda Shapley and Dan Petty* | **6:29 p.m., 11 minutes**

- a. Considering new nominees
 - i. ABC options have all said no, including Lesley Stahl and Dianne Sawyer.
 - ii. Skyler suggested Ted Koppel. Jim suggests opinion focused people. Larry suggests a female recipient. Ideas: Christine Brennan, Nina Totenberg, Judy Woodruff. Jim suggests Andrea Mitchell. Tom suggests Lesley Visser. Holly suggests Jane Pauley.
 - iii. Tom suggests a chartered flight. Would the company be a sponsor and cover the flight?
 - iv. Dan pitches narrowing it down to a top 3. The board agrees on 1. Judy Woodruff, 2. Nina Totenberg and 3. Jane Pauley. Jim moves to approve, Holly seconds. Approved on voice vote.

8. President's report | *Dan Petty* | **6:40 p.m., 35 minutes**

- a. Eugene Tepper Celebration Recap
 - i. A good group was in attendance. The event went well. We need to find a place for a plaque. A building match was pitched by Jim.
- b. State Historical Grant Fund Award Updates (*Jim Clarke*)
 - i. A kick-off meeting needs to be set up for early October so Jim can get an idea of operational impacts. He anticipates about 2 weeks where we may need to close at least some of the building. Kevin requests an invitation to the meeting. The process is expected to be 14 months, start to finish. Jim does not think construction will take that long.
- c. Building Match Grant Updates

- i. We still need \$27,000 per Jim. Several options discussed. Jim wants to leave Dean for the next phase, but Laura suggests approaching him for a small amount for phase one.
 - ii. Tom says we'll know next month how much of Walter Baas' gift will come in. Of that income, only \$1,000 is required for scholarship. This could serve as a back-up plan.
 - iii. Tom brings up companies with plaques on the stairs and suggests we contact them to see if they will contribute again.
- d. Ensslin Memorial Scholarship/The Denver Foundation
 - i. 2% management fee if we move forward with the Denver Foundation to help manage the scholarship. They would take submissions and we would choose recipients. They would also offer oversight of how the money is spent. Management fee drops when amount in fund increases past a certain point. Laura moves to approve, Noelle seconds. Approved on voice vote.
- e. Ireland Stapleton Pryor & Pascoe Updates (*Larry Ryckman*)
 - i. In the past, we haven't done a good job of keeping the for-profit portion of our operation separate from the not-for-profit segment. We are engaging their services to make sure we're in compliance with all rules and regulations as a 5013c organization. There will likely be structural changes required to satisfy those requirements.
 - ii. A meeting is scheduled October 18th with the attorneys to determine next steps. Board officers should attend.
- f. Scheduling fall board retreat
 - i. We're still trying to figure out dates and a location. The goal is a Saturday. Roger is working to get us a space in Breckenridge.

9. Treasurer's Report | *Kevin Vaughan/Tom Foutch* | **7:15 p.m., 12 minutes**

- a. The loss year over year is based on when Runyon revenue came in for last fiscal year and when we paid out expenses.
 - i. FYI - March 1 – February 29th is fiscal year.
- b. Donations/HOF revenue reflect the big change in gross profit between August 2018 and August 2019.
- c. Year over year profit versus loss is due to timing of Runyon revenue and expenses. Tom thinks we're still in good shape and that we'll end they year in a positive place.
- d. Gates check has been deposited at Bank of Denver.
- e. Kevin Vaughan moves that David Milstead and any other signers other than Kevin Vaughan and Dan Petty be removed from online access at the Bank of Denver and that the only people with access to online banking be Kevin Vaughan, Dan Petty and Tom Foutch. Linda seconds. Approved on voice vote.

10. Building Updates | *Jim Clarke* | **7:27 p.m., 2 minutes**

- a. Exhaust fan at top of steps has been repaired with replaced motor.
- b. Other minor repairs made, otherwise building is in good shape at present.

11. Manager's Report | *Tom Foutch* | **7:29 p.m., 13 minutes**

- a. We have more events on the schedule this year than last year.
 - i. Paranormal group didn't find anything substantive, much to Tom's dismay.
- b. Higher than average labor expense because of 3 pay periods in the month.
- c. Every quarter, Tom moves money from savings for mortgage payment. Checking with Roger on payment for this quarter if something is already earmarked.
- d. Facility – Many messes left by homeless population behind dumpsters over last month that Tom has had to clean up. Tom says there is a symbol painted on the dumpster that indicates this is a safe place for homeless to sleep. He plans to paint over it. Dan says there is blue spray paint on the corner of the building. Tom will ask the city to clean it up.
- e. Personnel – Jim is doing a good job.

***** **7:42pm BREAK**

12. Committee reports | **7:52 p.m., 16 minutes**

- a. Programming | *Skyler McKinley and Noelle Phillips*
 - i. This Thursday – membership card event, followed by special event with History Colorado.
 - ii. Friday – HOF
 - iii. Thursday, 10/10 – Fireside chat
 - iv. Saturday, 10/12, 12-4 pm (*Noelle*) – Media internship event – Print, TV, radio, digital and PR represented. This is for college students seeking summer internship or full-time work.
 - v. Tuesday, 10/15 – Debate watch party
 - vi. Friday, 10/18 – Trying to schedule event on mushrooms
 - vii. November guest bartending event with Kyle Clark? Megan will talk to Kyle.
 - viii. For December 6th member night, communicate date. Postcards not necessary this year. 105-person limit.
 - ix. Dusty Saunders Turkey Toast – ask if Dusty wants to do this again. We want to do this regardless. (Wednesday, November 27th)
- b. Marketing and Social Media | *Skyler McKinley*
 - i. Nothing significant of note to report

13. New Business | **8:08 p.m., 4 minutes**

- a. For membership event, Kevin will bring the printer for re-prints. He will leave it here at the club.
- b. Moving next board meeting from 10/22 to 10/29.

14. Adjourn | **8:12 p.m.**