

Denver Press Club Board of Directors Meeting Minutes

April 28, 2020, at 6:51 p.m.

Held remotely via Zoom due to coronavirus outbreak. In attendance: Petty, Clarke, Vaughan, Jurgemeyer, Frank, Gauntt, Hill, McKinley, Phillips, Ryckman, Foutch

1. Quorum, Call to Order
2. Approval of Minutes – DPC 3/24/20 meeting and 4/27/20 Annual Meeting | *Dan Petty* | **6:51 p.m., 3 minutes** *Vaughan moves to approve; Clarke seconds. Approved on voice vote.*
 - a. Dan shows where meeting minutes and agendas will be recorded.
3. New board member welcome | *Dan Petty* | **6:54 p.m., 2 minutes**
 - a. Dan introduces Jim Hill. Welcome, Jim!
4. Review new membership applications | **6:56 p.m., 10 minutes**
 - a. **Kathleen Friel** (Non-Resident), **David Sabados** (Media/Literary), **Holly Bofenkamp** (Individual), **Gemma Lockhart** (Media/Literary) *Phillips moves to approve; Ryckman second. Approved on voice vote.*
5. Public Comment | **7:00 p.m., 5 minutes**, None
6. Damon Runyon Postponement | *Dan Petty* | **7:00 p.m., 11 minutes**
 - a. Discuss contingency plans for possible further postponement – tabling for another month or two, but we think it's unlikely we'll be able to hold a physical gathering. Virtual gathering proposed. Dan suggests letting people use their tickets in 2021. Laura, Larry speak in support of virtual event. Tom asked to inquire about canceling with the DAC. 9/12/20 still being held for us. We haven't paid a deposit.
 - b. Latest on scholarships – scholarship money has been disbursed per the Denver Foundation. Processing of funds is taking longer than normal with schools. Awaiting final confirmation from financial aid offices.
7. President's Report | *Dan Petty and Tom Foutch* | **7:11 p.m., 19 minutes**
 - a. Operating hours and possible reopening in May – Skyler is investigating; we're pausing on reopening for now.
 - b. **Denver Press Club Legacy Fund update** — Denver Foundation is finalizing the setup so we now when we can start accepting gifts. The Legacy Committee recommends putting no more than \$150k from Walter's endowment into this fund. Jim recommends walking this amount up to \$175k. A question exists about how complicated it is to pull the funds back out. Dan proposes putting \$150k in the fund to start and adding to it, if the board agrees. *Clarke moves to approve; Ryckman seconds. Approved on voice vote.*
 - c. Website updates on giving, scholarships and documentation/agendas — Documentation/agendas demonstrated at top of meeting. Legacy committee will create hot/cold/medium list of potential donors to add to Walter's gift. Dan shares the FAQ section on the giving section of the website. There's also a list of scholarship recipients and amounts on the DPC website.

- d. Hosting training sessions on WordPress, Nexodus membership database – Dan will schedule these sessions and has asked for participation from Jim, Skyler, Tom and Kevin. The goal is cross training to expand skill sets and share responsibilities.
 - e. Transition plans for presidency in September – Dan’s school schedule has been pushed back, which allows for a transition to Kevin in his new role in September.
 - f. Ireland Stapleton Pryor & Pascoe business updates
8. State Historical Fund and Building Updates | *Jim Clarke* | **7:30 p.m., 4 minutes**
- a. Discuss hotel progress next door – delaying indefinitely because of market conditions.
 - b. Our project is on schedule. Roof samples taken; tested for asbestos. Some asbestos in part of the roof, but not enough to require extensive abatement. This saves us \$5,000. But the HVAC unit for the back of the building is coming in about \$20,000 over budget. Construction should start in early summer and wrap by mid-August.
9. Manager’s Report | Tom Foutch | **7:34 p.m., 3 minutes**
- a. Tom is in the club 3-4 times per week, handling business. So far, the building is in good shape.
 - b. Jim says the first floor A/C has been switched over to summer operations. He also fixed the front door.
 - c. Jim’s wife found an artist who will do an original rendering of the DPC at night. The Clarkes will purchase the original and prints will be available for resale.
10. Treasurer’s Report | *Kevin Vaughan* | **7:37 p.m., 11 minutes**
- a. Memberships coming in few and far between. Club historian no longer wants to be a member, citing lack of transparency from board. Board agrees we are committed to providing transparency moving forward.
 - b. Runyon tables are all paid for.
 - c. Property tax exemption – Kevin provided paperwork; request for exemption has been filed by the accountants.
11. Committee reports | **7:48 p.m., 23 minutes**
- a. Legacy Committee | *Laura Frank* - Updates provided earlier in meeting on FAQs and potential donor list. Dan will share the list so the entire board can contribute.
 - b. Programming | *Skyler McKinley and Noelle Phillips* – Hosted a Zoom happy hour that went well. We’re offering a variety of webinar type content. The goal is one event per week.
 - i. Kevin has discussed remote trivia with our quiz master. He will check with players to gauge interest level. We need to investigate how we cover the quiz master cost of roughly \$100 per event.
 - c. Marketing and Social Media | *Skyler McKinley* - Grasslands has pulled back because of personnel swaps. We’re still getting content through the FB page. We need to determine how to advertise Zoom events. We’re marketing the importance of the club as an organization over the physical location.
 - d. Membership | *Dan Petty*
 - i. Reducing the membership rate for retirees – Skyler suggests allowing students or retirees of means to contribute to a fund to subsidize those who can’t afford the fee. Dan will investigate the mechanics. At this point, we’ll deal with these requests on an individual basis.

- ii. Billing grace during coronavirus – language has been modified on invoices to make sure members are aware of auto-renewal.

12. New Business | **8:11 p.m., 6 minutes**

- a. Chris Hinds from Denver City Council reached out to Skyler, inquiring about the DPC acting as a clearing house to collect funds for out-of-work or furloughed journalists. Jim says there are many ways to help journalists and argues we don't need to be in this business. Skyler will look into some of those alternatives so that he can share them.
 - b. Jim proposes buying a new flag for the front of the building. Tom says it's on his list but that we need assistance from the fire department to put it up. This remains on his to-do list.
13. Adjourn | **8:17 p.m.** *Jurgemeyer moves to adjourn; Gauntt seconds. Approved on voice vote.*