

# DPC Board of Directors Meeting Minutes

**July 2, 2020, at 6:30 p.m.**

*Held remotely via Zoom due to the coronavirus outbreak. Dan Petty, Megan Jurgemeyer, Jim Clarke, Skyler McKinley, Larry Ryckman, Jim Hill, Roger Ogden, Tom Foutch*

1. Quorum, Call to Order **6:31 p.m.**
2. Approval of Minutes | *Dan Petty* | **6:31 p.m., 4 minutes**
  - a. Approval of June 11, 2020 minutes – *Roger moves to approve; Jim H. seconds. Approved on voice vote.*
  - b. Approval of May 26, 2020 minutes – *Jim C. moves to approve; Larry seconds. Approved on voice vote.*
3. Review new membership applications | **6:32 p.m., 3 minutes**
  - a. Abdullah Alali, Aaron Harber – *Skyler moves to approve; Jim C. seconds. Approved on voice vote.*
4. Public Comment | **6:35 p.m., 1 minute**
  - a. One member in attendance – Bruce signed on to discuss Runyon Awards.
5. Damon Runyon Award | *Dan Petty* | **6:36 p.m., 16 minutes**
  - a. Updates on latest for remote event ([Proposed Timeline](#))
    - i. Woodruff's team has signed on for remote event.
    - ii. Work being done on gift boxes for attendees. These will include snacks, drink mixes, a glass with the DPC logo and a program. Price including shipping will be \$50 or less.
    - iii. Participation is planned over Zoom. Many segments will be pre-recorded in order to avoid too many technical issues. The program will also be available via YouTube live.
    - iv. Ticket sales still underway.
  - b. Executive Producer Search
    - i. Megan will look for someone interested in producing the show. Board agreed to offer club membership in exchange for someone volunteering their time. They will need to set up a discussion with Dan and the production company. We may also need a director.
6. President's Report | *Dan Petty and Tom Foutch* | **6:52 p.m., 24 minutes**
  - a. General Manager Search
    - i. Tom's last day is 7/28. We will invite him back for a going away party when in-person gatherings are allowed.
    - ii. A committee has been formed to start the search for a new manager. Kevin, Dan, Laura, Noelle and Roger are on the committee.
    - iii. Given the pandemic, Dan advises holding off on a job posting until we have a better grasp on the club's economic outlook. Roger suggests posting the job now while being transparent that the start date is fluid. This would allow us to

start gathering resumes now. Tom raises concerns about the legalities of posting before we're ready to hire. Larry will check with the attorney.

- b. Facility – Tom says a rock came through the front window of the club during protests. The original artist has been located and will help with replacement. We will ask members to contribute to the total cost, which is unknown at this time. Club chairs have been reupholstered – this was partially paid by a member donation.
  - c. Denver Press Club Legacy Fund – The fund has been established and the money has been moved into the fund. Jim C. says our long-term intention is to put remaining Baas money into the fund. Right now, we are holding off because the process of moving money in and out of the fund is cumbersome.
  - d. Hiring of Abigail Seaberg for part-time website help – She has completed the first project, updating the scholarship section of our site with winner information. She will now work on the HOF page.
  - e. Ireland Stapleton Pryor & Pascoe business updates – We have asked them about our liability if someone got sick from COVID-19 in the club. The risks of successful litigation are low.
7. State Historical Fund and Building Updates | *Jim Clarke* | **7:16 p.m., 4 minutes**
- a. The project is delayed because of impacts of the coronavirus pandemic on supply chain. It will take us about two months to receive our rooftop HVAC unit. The projected start date is in September.
  - b. Budget has been adjusted to allow for HVAC replacement, but the contingency fund has been drained. We may incur an additional \$5 - \$10k in expenses.
  - c. Tom asks for the lift behind the building to be moved until the HVAC equipment arrives. Jim C. will see if that can happen.
8. Manager's Report | *Tom Foutch* | **7:20 p.m., 1 minute**
- a. Tom says all building-related items were covered in President's Report.
9. Treasurer's Report | *Kevin Vaughan* | **7:21 p.m., 7 minutes**
- a. Dan provides update in Kevin's absence.
  - b. Tax filing – 7/13 deadline
  - c. Dan asks whether the timing is right to replace the accountant, considering management transition.
10. Committee reports | **7:28 p.m., 10 minutes**
- a. Legacy Committee | *Laura Frank* - No update in Laura's absence.
  - b. Programming | *Skyler McKinley and Noelle Phillips*
    - i. Remote programming continuing – Skyler is still remote. Membership has been largely understanding of the circumstances.
    - ii. Skyler asks Tom about doing a virtual farewell. Tom is on board.
  - c. Marketing and Social Media | *Skyler McKinley*
    - i. Things are status quo with Grasslands.
  - d. Membership | *Dan Petty*
    - i. Recap of meeting with Linda Shapley – One idea is to hold a call party to ring members with outstanding dues. There are questions about doing that in person.

11. New Business | **7:38 p.m., 1 minute**

a. None

12. Adjourn | **7:39 p.m.** *Jim C. moves to approve; Larry seconds. Approved on voice vote.*