

# Press Benevolent Association Board of Directors Meeting Minutes

**April 28, 2020, at 6 p.m.**

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

1. Quorum, Call to Order | **6:06 p.m.**
2. Approval of Minutes | *Dan Petty* | **6:07 p.m., 1 minute** *Ryckman moves to approve; Gauntt seconds. Approved on voice vote.*
3. Manager's Report | *Tom Foutch* | **6:07 p.m., 31 minutes**
  - a. PPP Loan program – DPC/PBA approved for loan through Evergreen National Bank. Loan for \$21,385.52 received. In order for it to be forgiven, we must spend 75% or \$16039.14 on payroll. Tom is trying to clarify the time period in which that money must be spent and when the stopwatch starts. Mortgage, rent and utilities are also allowable bills, but we no longer have mortgage or rent. Petty asks for clarification of what falls under utilities. Foutch will inquire.
  - b. Canceled events – we have lost \$3,900 in room rental. We may get one event back later this year.
  - c. Thanks to Tom and Skyler for their fundraising effort for Jim Bofenkamp.
  - d. Rent is unpaid for the kitchen. Renter has applied for a PPP loan.
  - e. Discussion on reopening – Tom found hand sanitizer. We could get thermometers for people entering, if we're interested. Tom offers to check into weekly cleaning. There are a few groups on Tuesdays, Wednesdays and Thursdays that are smaller than 10 people, as well as some regular board meetings. There's an event scheduled for the DDF May 8<sup>th</sup>. The board agrees we should ask the group to push their date back. Skyler will check with the City of Denver about how the stay-at-home order applies.
4. Treasurer's Report | *Kevin Vaughan* | **6:38 p.m., 12 minutes**
  - a. Kevin awaiting return calls on outstanding business.
  - b. Kevin urges caution when it comes to reopening the club, thanks Tom for being proactive on pursuing a PPP loan.
  - c. Tom says we need to have Kevin added to signature cards so we can move \$5K out of Evergreen National Bank for expenses.
5. New Business | **6:50 p.m., None**
6. Adjourn | 6:50 p.m.