

# Press Benevolent Association Board

## Meeting Minutes

**Meeting Date:** July 28, 2020

**In attendance in-person:** Dan Petty, Jim Clarke, Kevin Vaughan, Larry Ryckman, Jim Hill, Roger Ogden, Skyler McKinley, Tom Foutch. **Remote:** Holly Gauntt, Laura Frank, Noelle Phillips. **Absent:** Megan Jurgemeyer

1. Gaveled in at 6:08 p.m.
2. Quick presentation for departing manager Tom Foutch
  - a. Manager's report:
    - i. Club is currently closed.
    - ii. Status of the PPP payroll: Reached the threshold of the loan and can now file for loan forgiveness
    - iii. Alpine Glass still needs to replace the front window. No new update on the work.
  - b. Motion to approve minutes. Kevin moves, Larry seconds. Motion carries
3. Treasurer report:
  - a. No formal statements and Bank of Denver records access at the moment
  - b. Payroll expenses covered by PPP
  - c. Going forward, the loan isn't covering payroll anymore
4. New business
  - a. Latest on catering rental arrangement: Chris has no revenue and none on the books. His PPP loan has also run out, so no July rent has been paid. He paid March, April, May and June: 60% of term. Contract ends August 2021.
    - i. If he folds, Tom recommends reaching out to commercial caterers as our facility is cheaper than commercial kitchens and offers downtown access
    - ii. Dan will talk with Chris and see what his status is. Loop Kevin and Jim C into the conversation
    - iii. Other option: Shut off the gas, deep clean the kitchen and take the opportunity to do some maintenance.
  - b. Dish is turned off.
  - c. Tom has left files on the computer that describe his daily tasks and the PBA user manual.
5. PBA adjourns at 6:35 p.m.