



Minutes: VAC Board Meeting

6 December 2012 at the home of Susan Smith. Called to order at 7:05 P.M. by President Larry Utter.

1. **Present:** – Larry Utter, Melba Shepard, Susan Smith, Chuck Palmer, Jim X Borzysm, Steward Hartman, Deborah Howard, Rick Thompson, Caroline Stepanek. Guests: Christina Geck (CFOOTMAD liaison), Jim Schwartzkopf and Julie Lancaster (for discussion of the Festival).
2. **Approval of Minutes** of 1 November 2012. Revised to remove the mention of Spelmannslag. Approved as revised.
3. **Standing Reports**
 - a. **Avalon** –
 1. Sprinklers for Sodal Hall almost done.
 2. Electrical is going in.
 3. Majority of wall studs are installed.
 4. Ductwork will go in soon. Much old ductwork was recycled.
 5. Drywall expected to go up in late December, mostly by hired contractors.
 6. Ballroom ceiling fabric cleaned and lights repaired.
 7. Stairs built connecting garage roof to main roof.
 8. Chuck conducted a new evaluation of a 30-40 KW solar PV system.
 9. A large weekend work party will be needed soon, possibly next weekend.
 - b. **Avalon Manager's Report** –
 1. Ballroom bookings going well. Only 12 Saturdays available for 2013.
 2. The two 2013 FoTD Waltz Balls will be held at Avalon.
 - c. **Web site** – Rick described Facebook concepts.
 - d. **Treasurer** – FDIG annual distribution check has been received. Annual \$500 gift from the Huntly Foundation has been received.
 - e. **STOMP!** – The issue cover article will be about Spelmannslag and the February party.
4. **Reports from Appointed Committees**
 - a. **Budget and Finance:** The Committee met twice this past month and worked on budgets, other items, and issued minutes. No further report.

b. **By-laws:** The motion previously published in the minutes was read, moved, and approved. Steward will incorporate the appropriate text into the By-Laws and distribute.

c. **International Festival 2013:**

1. Jim Schwartzkopf and Julie Lancaster were introduced.
2. Jim S. was given the file box, which was most recently re-organized by Melba, and read through by Larry.
3. Jim S. asked for our goals for the festival. Ideas mentioned included: showcase member groups, inform the general community, recruiting, not lose money.
4. The Festival Committee will consist of Melba, Deborah, Susan, Jim S., and Bev Baker (if she will serve).
5. Motion (by Jim X.): "Retain Jim Schwartzkopf to run the International Festivals as an independent contractor at a rate of \$1,200 per year." Passed unanimously.
6. Motion (by Chuck): "The financial objective of the Festival is to not lose money, but the fiscal bottom line is a \$1,000 loss maximum." Passed.
7. It was noted that the Finance Committee had previously recommended that a loss of up to \$1,000 for the 2013 Festival could be tolerated.
8. Steward noted that any net loss can be viewed as the cost of the advertising effect of hosting the Festival.
9. Jim X. noted that unforeseen circumstances could cause the Festival to lose money despite a balanced budget (projection). He also pointed out that the Board provision for a possible projected loss could accommodate new endeavors (with costs associated with them) that might help us better meet our goals.
10. There was agreement that the Festival year runs from September through August, so as to include the follow-up tasks, and for the purposes of the payment schedule for the Festival Coordinator.
11. Rick will help Melba draft a Contract to retain Jim S. as an independent contractor. This will be routed to the Board for comments.
12. The Committee will negotiate the specifics of the Contract.
13. The Committee will commence work soon.
14. Jim X. opined that the Festival does not fulfill any of the items on our established goals. Steward disagreed.
15. Steward re-iterated a comment made many times at our Board meetings that the work of organizing the Festival should not take up a significant part of our time at Board meetings, as it did once again tonight.
16. There was brief discussion of the possible change of date of the Festival for 2014. This will be addressed by the Festival Committee.

d. **Membership:** There was agreement that our policy is that all regular renters of the Avalon spaces shall be VAC group members. There was agreement that all groups listed on the VAC website groups page

should be member groups, as this is a benefit of membership. One apparently defunct group was wiped off the site during the meeting.

5. Business (Old and New)

- a. **Annual Meeting** – There was discussion of Board terms expiring. There was some discussion of who should be on the nominating committee. Caroline urged that all Board Members should serve in this capacity. There was lively discussion about the possibility of changing the nature of the members of the Board over time from a "club" sort of board towards a "corporate" sort of board. This progressed to a discussion of the skills needed on the Board (accounting, tax reporting, grant writing, fund solicitation, business plan development, governance, communications). We will soon need to schedule a date for the Annual Meeting.
- b. **Recent Avalon Celebration** – Jim X. made the comment that someone should record the "lessons learned" to inform any similar future event.
- c. **Board Consultant** – Consensus that this idea will not be pursued at this time.
- d. **Avalon "Volunteer Builder"** – Jim discussed the status of this effort to be led by Ingrid Pyka, including the draft email message. There was general agreement with the approach. It was noted that the messages should include "thanks" to those who volunteer. The draft email needs to be refined and made less wordy. The email should be sent to VAC individual members, people who gave their email addresses at the recent celebration, and to member groups to be forwarded to their members. The volunteer builder should be in charge of listing Avalon work parties as special events on the VAC web site. Jim will coordinate next steps with Ingrid Pyka.
- e. **New Items** – Larry recommended that we consider registering to participate in "Colorado Gives" day next year. Rick mentioned the "Best of Boulder" competition and how aggravating it is to see the St. Julien listed as the 'best place to dance'.
- f. **Items Not Addressed** – New VAC name, Goals.

6. **Agenda for next meeting.** No discussion.

7. **Next Meeting:** January 3, 2013. Susan Smith's home.

8. **Meeting adjourned:** 9:15 P.M.

Respectfully submitted, Jim X. Borzym (for Susie Reisser, Secretary)