



## Village Arts Coalition

**Minutes: VAC Board Meeting 6 February 2014** at the home of Susan Smith. Called to order by President Larry Utter at 7:09 PM.

**PRESENT:** Larry Utter, Willard Crary, Caroline Stepanek, Deborah Howard, Steward Hartman, Melba Shepard, Susan Smith, Susie Reisser, Rick Thompson, Jim Borzym. A quorum was present.

**GUEST:** Jim Schwarzkopff | \_\_\_\_\_

Commented [1]:

1. **APPROVAL OF MINUTES** of 1.2.14 - **MOTION**-Jim, 2nd-Susan. Approved.

### 2. **STANDING REPORTS**

A. **Treasurer** - Deborah reported that the funds from the closed Schwab account, \$86.50, have been deposited to the VAC Chase checking account".

B. **Avalon Management** - Working on the art policy. Jim S. has been catching up on contracts and business at the Avalon.

C. **Avalon** - Chuck sent an email report. See attachment. He has made a capital call of \$8400 from the VAC. **MOTION:** "I move that we approve the \$8400 capital call for Boulder Dance." - Melba. 2<sup>nd</sup>-Willard. Approved.

D. **Financial** - Larry just received a Balance Sheet and a Profit and Loss Sheet from Dick Buckingham, from March-November, 2013. It needs revision to bring the quarterly reports up to date. Larry will confer with Chuck about straightening it out.

### 5. **BUSINESS**

A. **Progress on Implementing New Name** - Marshall wants to create a new webpage, and needs a logo. Deborah has been looking at logos. Do we want to put out a request in the community for someone to design one? Or hire a graphic artist? Or look for a student at CU to take on as a project? Jim will contact Mary Kay and see if she has interest in designing or can suggest someone. Willard will check with IRS to see if the name change affects our non-profit status. Larry will reserve the name Boulder Dance Coalition with the Secretary of State. We need to rejuvenate the sign. Email round regarding creating a new sign. Jim will pursue the sign and an RFP for the logo.

B. **Procedures for Annual Meeting** - Nominating Committee was reminded to pursue possible nominations.

C. **Bylaws** - Steward - explained a possible change in the quorum definition from a number to a percent. He suggests 30% of group members at the date of the annual meeting be established as the rule for a quorum. The individual representative counts toward this. This is a proposed change for the new by-laws. We need to vote on it at the next meeting. Steward passed out a sheet with his proposed bylaws changes. Steward will incorporate suggested changes, and email out the new proposed version for the upcoming vote.

**D. Sodal Hall Floor Problems** – Some groups are not cleaning the floor after use. We should ask them not to wear street shoes onto the dance floor. A reminder will be sent to groups, and groups that we know are offenders will be talked to.

**NEXT MEETING** - March 6, at Susan's house. Adjournment - MOTION-Susan, 2<sup>nd</sup>-Rick.  
Adjourned 9:00.

Respectfully submitted,  
Susan Reisser  
Secretary

**ATTACHMENT** - Chuck Palmer's report

I will not be able to make the February board meeting (we have a conflicting annual condo meeting in Steamboat).

Please find attached a current Balance sheet for Boulder Dance. The first two numbers on the balance sheet are the most relevant numbers for my discussion here in. There is \$23,789 in the Bank and -\$57,811.68 in "Petty Cash" owed to Chuck Palmer. Petty Cash is where I account purchases which I accomplish via cash or personal credit card. If the Bank Account is high enough, I pay down Petty Cash.

Over the last year there have been several construction project (as you all know) Sodal Hall, Bathroom upgrade, Tango Studio and Kitchen Stairs. I and friends spent a fair amount of time helping Gustavo with construction of the Tango Studio. I also spend just over \$40k in building materials. So far Gustavo has paid back 1/2 of that amount. So I am expecting another \$20k to be paid back.

The recent news is that the East Hall (the old church space) is rented and will soon be paying rent. This cycling business has a six year lease with 1-year and 3-year early termination causes. In several months they will be up to full rent of \$5800/month. Boulder Tango Studio (BTS) is also at full rent of \$3000/month. VAC is now paying \$5450/month for rent. These three numbers equal \$14,250/month (in three months went cycling business is at full rent).

I have include a Profit & Loss Statement for the year 2013. In the P&L Statement you will see a green highlighted number of total income and various numbers that are highlighted in yellow which indicate normal expenses. The other numbers are construction costs. This P&L Statement does not deal with nor include depreciation expense. With P&L Statement I am trying to see if Boulder Dance's income is covering it's normal operating expenses. One detailed report of non-VAC income is also included.

I have include a PDF of a spreadsheet to look at the last year's income vs operating expenses and this year's projection, now that we are fully rented.

I started to look at all of this to figure how much I would need for a capital call. As you can see, last year Boulder Dance's income almost met expenses. I assume that the year before that it was even worse. These deficit years have given rise to some of the debt own to Petty Cash (me) and so has the construction expenses. We already had a capital call for actual and projected Sodal Hall construction expenses, although a capital call was not ear-marked. With poor net operating profit and additional construction expenses from the bathroom and kitchen door expenses, Boulder Dance is in the red. I have a WAG (wild ass guess), not even a SWAG (scientific wild ass guess), of \$100k to build out the ballroom over the next 6 to 12 months (DON'T QUOTE ME - this is not a construction schedule, I just want to get moving). Property taxes just showed up, there are \$74,500 and are due the end of April.

I have also include a rough Quarterly Budget for 2014 (see below). For Q1 and Q2 there is a net -\$60k (due to taxes being paid). The taxes are paid early in Q2 before all the income comes in, which is paid monthly. Then in Q3 and Q4, although I estimate larger construction expenses, the income can cover all expenses. I am therefore making a Capital Call for \$60k. VAC's share of that is %14 or \$8,400 and my share is \$51,600.