

New Deal Café Board of Directors Meeting
MINUTES
Monday, December 9, 2013

Meeting called to order at 6:30pm

Participants:

Board of Directors: Michael Hartman (President), Dorian Winterfeld (Treasurer), Nancy Melandry (Secretary), Neil McConlogue, Lisa Voith

Audit Committee: Frank Gervasi, Mike Stark, Tom Jones

Staff: Terri Rutledge, Amethyst Dwyer

Visitors: Craig Tooley, Bill Wilkerson, Peter May, Barbara Stevens, Susan Gervasi, Johanna Goderre, Harriett Phelps

1. Approval and prioritization of agenda
2. Approval of November 25 BOD meeting minutes: Amend per Terri to reflect her statement that GM meetings with Treasurer would be a good thing. Minutes approved unanimously)
3. Members and Visitors

Reports:

4. General Manager - none
5. Bar Manager - none
6. Music Coordinator - none
7. Audit Committee - none
8. Treasurer – Tom Jones introduced as new Audit Committee member (position left vacant by Tom LeaMond's departure).
9. Secretary - none

Old Business:

10. Wi-Fi: Password (encryption key) enabled -- newdeal1. Notice to be posted to "see cashier for password."
11. Credit Card machine: Installed using PayPal. Board requested Terri to come in sometime between Dec. 10-12 to train bartenders. Terri preferred to start Dec. 14 and train bartenders the following week.
12. Café Décor: Terri to meeting with Michael Smallwood's contact (Val) to discuss new paint colors (meeting date TBD).
13. Priorities to New Business: Michael requested Board members to draft list of proposed agenda items and prioritize.
14. 2014 Budget: Dorian requested meeting date on Dec. 12 or 13 with Terri and Michael to discuss 2014 budget. Terri stated it is the General Manager's job to develop budget – not Treasurer; and it

would have been more appropriate to come to her, not Tom Jones, regarding draft budget. Bill Wilkerson asked to be advised of dates of future budget meetings and would like to be included.

15. Volunteer Appreciation: Appreciation party to be scheduled for mid-January.

16. Community Bulletin Board: Terri to work with Karim to decide on location for bulletin board. Peter May suggested we should post on bulletin board that the Café is a Cooperative since most patrons are unaware.

17. Audit Committee Recommendations: Per Michael, the Board will review Audit Committee recommendations submitted at 2013 annual membership meeting at Dec. 23 Board meeting.

18. Personnel Policy Status Report: Bill Wilkerson asked that Personnel Policy be discussed in open session. Craig Tooley, Peter May, Neil McConologue agree with Wilkerson. Johanna Goderre suggested Board members should have the ability to decide which items should be discussed in Executive Session. Tom Jones (Audit Comm.) added that the Café By-Laws do not state that policy must be discussed in open session.

Meeting adjourned – 9:10pm