

New Deal Café Board of Directors Meeting
Monday, August 26, 2013 – 6:30pm
Café back room

Meeting called to order at 6:37pm

Participants:

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

Audit Committee: Tom LeaMond, Mike Stark, Frank Gervasi

Staff: Terri Rutledge, Amethyst Dwyer

Visitors: Meg Haney, Mike Rall, Peter May, Sylvia Miller, Alan Zambreny, Bill Wilkerson, Connie Davis, Chris Logan, Craig Tooley, Tim Morgan

Proposed Agenda

1. Approval and prioritization of agenda
Motion: Amend agenda
Neil / Dorian 2nd / Unanimous
2. Approval of July 22 BOD meeting minutes – correction noted; approved unanimously
3. Members and Visitors: Mike Stark / Peter May / Bill Wilkerson

Reports

4. General Manager (attached)
5. Bar Manager (attached)
6. Music Coordinator (attached)
7. Audit Committee - Tom announced 2 people are interested in volunteering for Human Resources Committee

Bill Wilkerson commented the Board should convene working committees (e.g., Human Resources Committee), not the Audit Committee.

Motion: In response to the Audit Committee's Report regarding conflict of interest, the Board will create a Human Resources Committee, with Lisa as liaison, consisting of 2 HR people.

Michael / Dorian 2nd / unanimous

Old Business

8. Work flow issues (Terri) -

New Business

9. Beer prices – Nancy suggests 50-cent increase on tap beers only; change Happy Hour to 6-8pm Tues-Thurs; wine/bottle beers stay at current price.
10. Bar credit card machine – Nancy suggests credit card machine be researched and installed as soon as possible.

11. Hiring bartenders (Michael) (also included in Executive Session) – Appropriateness of ads placed in News Review and flyers posted in Café for new bartenders discussed. General Manager/Bar Manager coordination issues discussed. Comments by Connie Davis, Meg Haney.
12. Members and visitors - 7-22-13 (Terri) – moved to Executive Session.

Meeting adjourned – 9:00pm



New Deal Cafe Cooperative General Manager's Report August 2013

Overall Summary

This month we were busy with grease recovery system repairs, several management agreement discussions, the pursuit of grand marketing opportunities and starting down the path to finally hiring more staff.

Financial Update

The café had a very successful second quarter. I've attached the 2013 2nd Quarter Financial Report, showing this quarter's sales (April - June) ahead of last quarter's (Jan - March) by approximately 2%. Compared to the 2nd quarter of 2012, sales were up 10%. Further detail can be found in the accompanying report.

Greenbelt City Kitchen

The café's debt to the city is paid in full! I had requested to have the late fees that were charged to us in 2006 and 2007 removed, but Community Center Supervisor Di Quynn-Reno declined that request, so the final payment was \$960. What an absolute relief to be finished with this 15-yr-old, seemingly never-ending debt.

Projects and Special Events

Teaching the Nature of Science Book Talk

Author Douglas Allchin gave a book talk at the café on a Sunday afternoon - it was low-key, as the participants sat around the long table asking questions and discussing the topic, but those attending seemed entirely enthusiastic.

Blues Festival 2013

FONDCA President Barbara Simon and I had an exploratory meeting with Kap Kapastin of Beltway Plaza Mall to discuss possible marketing opportunities. I later presented him with a proposal, which we are still negotiating. Blues Festival advertising is underway.

Greenbelt News Review Fundraiser

The fundraiser is scheduled for Sunday, Sept. 29 from 2-5. Planning is set to begin in earnest this week, so if you have any ideas, please share them!

Café Painting

Julia and I have been talking about painting the café for quite some time. I've discussed it with Karim, and he and Maria are totally agreeable. After postponing from a planned summer date, we've scheduled Sunday evening, Sept. 8 and Monday, Sept. 9 (in between art installations) for painting the front room and hopefully the hallway. Julia, Kristen, Barbara Simon and I went over paint samples some months ago and the artists came to an agreement on the color. The café will be closed on Monday, Sept. 9.

Entertainment

I took a preliminary look at 2 pianos: the woman changed her mind about selling the first one, and John plans to look at the second one. He also hopes to see 2 other pianos this week that may work for us.

Noah Gitlis came in as a new sound guy for a few weeks before he goes back to college – he came just in time to help us out when we really needed it! Noah is a music major who was already quite experienced with sound boards, so he did a great job.

Bar Operations

There has been much discussion about the continued use of volunteers as bartenders. GHI's employment lawyer was nice enough to teleconference with us for an hour, and we were able to ask many questions. I had initially referred the matter of hiring bartenders to the board, as the 2013 budget didn't set aside money for new positions. The board agreed to the additional hiring and advertising has begun.

A flyer has been posted in the café for the past week and a half and an ad was placed in the Greenbelt News Review, as is customary. Amethyst and I have tentatively agreed to a pay rate. So far, 4 applications have been received. Once the second week's News Review ad has run, Amethyst and I will review the applications and decide who to interview, before making the final hiring decisions.

In the midst of discussing pay rates for the new bartenders, the subject of beer prices came up and Amethyst indicated that she is now agreeable to raising prices. It seems prudent at this time to raise the prices, as I proposed a year or so ago, as our financial picture will change again with the new management agreement and the hiring of additional staff.

FONDCA

FONDCA held their summer meeting and we discussed lots of new ideas. The Artists' Reception was held on Sunday, August 11 for Nora Simon's screen prints in the back room, Zsudayka Nzinga's paintings in the front room and Susan DePlatchett's altered cigar boxes in the display case. It was a nice evening which drew a few new folks to the café, and we were all treated to one of Maria's cakes as well!

The Poetry Moment box holds a new poem for August which will stay up for 2 months: "Digging" by Irish poet Seamus Heaney.

Greenbelt Cooperative Alliance

The Greenbelt Cooperative Alliance got together to play "Co-opoly" to see if the plan to make a game of it in the Café in October was feasible. We had a good time playing the game, though it was a bit tricky to understand at first, and so have confirmed Saturday, October 9th for a public game-playing session at the New Deal.

Restaurant Contract and Facilities

Met with Karim many times regarding repairs to the facility and operations. The leak in the men's bathroom was temporarily, and then more permanently fixed by running a pipe from the condensate drain pan down to the mop room sink. Also, new fans were installed in the men's and women's restrooms.

After receiving a couple of estimates for replacing the grease removal system we decided to try to repair the current one. Craig Tooley took the lead on this - ordering the parts, repairing pieces and making it all work after Frank's electrician did the wiring. The repaired system passed inspection from WSSC, with additional paperwork to be posted alongside our licenses. Thanks to Frank, his electrician and Craig for all of their hard work completing this sticky project.

I ordered a Koala Kare changing table for the women's bathroom, so now the babies have a fun, new place to be changed!

I organized and transferred a load of last year's documents to our storage location.

GM Action Items and other matters

Special Entertainment Permit

The application for exemption from Prince George's County's Special Entertainment Permit is still in process. The café did receive a bulk mail memorandum warning intense enforcement of liquor laws is underway, including ensuring compliance with exemptions to the Special Entertainment Permit. It stated that the average fine in the last 6 months has been in excess of \$2000.

Recommendations on Management Agreement

The board held a special information session on the management agreement, which was well-attended by the members. I've prepared financial information for the board's use in deliberation. We continue to refine the contract, which will probably be presented to KMK within a week or two.

Meetings

Board Meetings = 2

Management Agreement Meetings = 2

Special Information Session = 1

FONDCA Meeting = 1

Coop Alliance Meeting = 1

Bar Manager Meetings = 2

Committee Meetings = 3

Upcoming Activities

The next special event will be the Labor Day Festival on August 30, followed by the Blues Festival on September 14.

Terri Rutledge

NDC Cooperative General Manager

August 23, 2013

Amethyst Dwyer – August 2013

Bar Manager's Report

This month I met with the district manager of Buck Distributing and their craft beer specialist. They brought several samples and filled me in on new brewery lines.

I also had a meeting with Mike Roy, Franklins' brew master. He informed me that a new law went into effect in July that will allow them to distribute beer locally. He will be contacting me once they finish up some necessary paperwork. I'm excited about the idea of getting some of our beer from our most local brew pub. He even said they could brew specialty orders for us!

Our new beer, DuClaw's Funk, is a big success! It is a blueberry/citrus American wheat ale and is selling strong. This is a seasonal brew and will only be available for a few more weeks.

Ronda Ansted has been trained and is now working the regular Sunday shift. Ronda was the cafe's original kitchen manager when we moved into our current location thirteen years ago. She lives in Greenbelt and is working on her P.h.D. in international business. She is friendly, intelligent, hard-working and highly competent. Stop by on a Sunday evening and say "hi"!

I am in the process of training Laurie Crunk, also a Greenbelt local, as a "when needed" volunteer bartender. She is a quick learner, has a great personality, and appears to have much enthusiasm for The New Deal. She will be covering the Saturday afternoon shift over Labor Day weekend.

We are currently in the process of professionalizing the bar staff so that there is one paid bartender per shift. It is my recommendation that we convert the Sunday, Tuesday, and Wednesday night volunteers to paid employees as soon as possible. These are all highly competent, well-trained, well-educated, mature women over 40 years old. They have turned in their applications and are hoping to be brought on as paid staff. I have complete confidence in their continued level of high performance.

This month I attended 5 meetings (1 with the GM, 1 with the BOD, 2 regarding the MA, and 1 with a distributor).

Music Coordinator's Report

We've had a busy summer month of music at The New Deal! We've had full houses on many of those nights, which is great news considering this time of year is traditionally quite slow. I've been particularly happy with the crowds on Sundays, Tuesdays and Wednesdays.

Several bands made their New Deal debut this month: Headwind (iconic songs reconfigured into a World music mash up of tabla and sitar), D'Vibe & Conga (a rambunctious bongo jazz band playing an eclectic mix of rock and reggae), Beggars Tomb (a first rate Grateful Dead tribute band; in my opinion, the best in the region), Too Big To Fail (an eclectic mix of musical genres

spanning classic rock, rhythm and blues and straight-up blues), and 49 Cent Dress (with a fantastic female lead vocalist, this band covered a wide range of modern and classic tunes).

The Nighthawks graced the stage of the cafe once again for a fantastic performance.

Sharon Knight, a well-known Celtic-inspired performer, brought in a large crowd on a Wednesday evening. Her music has been described as, "Folktales that ran away with the Faeries at the turn of the century and took cover in an old trunk bound for the circus, which was then commandeered by pirates." She put on a great show!

Stacy Brooks, Karen Collins & the Backroad Band, and Patsy's Honky Tonk Torch and Twang returned to the cafe for stellar performances.

Full Lotus Jam Band brought in a full house on a weeknight, rocking the cafe with their original earthy-spiritual chants & songs.

The Fez Tones Bellydance Hafla had their biggest crowd to date. This event continues to bring in the finest bellydancers in the region and has put The New Deal on the map for this particular genre. Karim has become quite the celebrity and continues to wow the audience with his own form of bellydance!