

TCOTC Board Meeting, August 11, 2015

Meeting called to order at 7:00 by Karen Radford

Members present: Steve Voeller, Julie Heaton-Hill, Kate Anders, Corrie Barrows, Christina Pilon, Mary Steinbauer, Mary Verness, Karen Radford, Steve Dent, and Judy Dove

Members absent: Nanette Malcomson, Barb Yanish, Carin Offerman

Officer & Staff Reports

Office Manager Report

Treasurer's Report

No much new to report. Things are going pretty well.

Corrie moves to approve, Judy second. 10 of 10 – all board members vote in favor. Motion carries

Department Head Report

Jane just completed an observer class and hopes to offer one again in the fall.

We discussed competitive recruiting at the club.

Jane requests we review the structure around private lessons and the private lesson policy. At this point the club gets 50% of whatever the instructor is charging and that may be neither fair nor competitive for the instructor.

Action Item: Karen will send out private lesson policy for review and we will discuss next month.

New Member List

Christina moves to approve, Steve dent seconds. 10 of 10 – all board members vote in favor – motion carries.

Unfinished Business

MindBody Integration Update – Janna, Kate, Corrie, Nanette

Very close to going live with MindBody. Corrie & Nanette tested it last Wednesday night. Some parts worked great and other parts did not. We are hoping the issue is slow internet and Kate's husband can help. Little to no reception in annex. If not Internet, might be the first generation iPads are just too slow for our needs. Again, we are hoping Kate's husband will let us know next option.

Corrie has called a meeting for all desk staff for this coming Sunday to show the system to them. Once we get internet figured out, we can go live!

Bios are coming in – still missing some but Nanette continues to work on this. This will not hold up the website.

Performance Review Tool – Steve D, Karen R

Jane suggests a tool that is more teacher-focused would be more appropriate and valuable (i.e. things that explore curriculum literacy, teaching skills, etc.). Perhaps existing draft can be used for all staff and additional teacher-focused tool can be used for instructors.

Action Item: Steve D. and Jane will work together to find options for this additional tool and incorporate it with the existing draft

Incident Report Procedure – Karen

To be addressed via e-mail between meetings and finalized at next meeting (if not before)

Financial Model Update - Karen

Mary Hartman has filled in everything she can.

Drinking Fountain - Christina

No updates.

State Fair Promotion – Mary V

Mary shared quotes for fans. Mary requests up to \$250 to make the fans.

Judy moves, Steve D seconds. 9 of 9 (everyone except Christina who was out of the room) votes in favor – motion carries.

Potty Area Upgrade – Steve D, Karen

Steve D presented information on Jane's design and the quotes we received.

Judy moves that we move forward with the repairs to the hill potty area up to a cost of \$5400 (our half of the 10800) contingent on the landlord paying the other half of the project. Mary S seconds. Mary V., Judy, Mary S, Corrie, Steve D, Julie H, and Christina voted in favor. Karen, Kate, and Steve V abstained. Motion carried.

Non-Profit Life Stages Assessment/Power Map – Steve D

Brief overview of preliminary results from our assessment. We have characteristics in several stage categories. Will discuss in more detail at next meeting.

Goals and Tactics Review – Steve D

Brief review on our three goals and 1 or 3 tactics per goal.

Steve D suggests a half-day retreat for the board.

New Business

Rental Rates – Mary S

Mary wants permission to adjust rent prices – raise the rates on the website by approximately 7% for compensating for sales tax.

Kate moves to approve, Christina seconds. 10 of 10 – all board members vote in favor. Motion carries.

Competitor Benefits – Judy D

Judy presented information she had collected about the pay and benefits offered by some of our competitors.

Business Item

Item Discussion

Actions Taken

Future action items

Christina moves to adjourn. Meeting adjourns at 9:15pm