



## TANGO SOCIETY OF MINNESOTA [TSOM] BOARD MEETING MINUTES

April 20, 2017 - 7:00 pm  
Location: Central Library – Room 304  
300 Nicollet Mall, Minneapolis, MN 55401

**Present:** Gregory Bringman, Scott Chase, Terri Davis, Suzanne Doyle, Barbara Haselbeck, Terry Holten, Paul Lohman, Linda McFadden, Ray Shudy, Jennifer Wang  
**Absent:** Natalie Aiello, Corinne O'Neil  
**Non Board:** Don Rowe

1. Introductions
2. Approved Agenda
3. March Minutes approved, with amended text.  
ACTION: Terry Holten will add “Pending Approval” to the “Event Instructor & DJ”, and the “Renewal of Membership” Policies on the March Meeting Minutes.
4. Review of April Milonga - 62 Attendees and \$42 loss.
5. May 13<sup>th</sup> Milonga
  - Location: Virginia Street
  - MC: Jennifer Wang, Barbara Haselbeck
  - Food: Suzanne Doyle
  - DJ: Lois Donnay
  - Lesson: Niko Salgado
6. Process Documents
  - Jennifer Wang emailed the Treasurer Process, Suzanne Doyle noted that the Vanguard information was incomplete.  
MOTION: Approve the Treasurer Process, pending the missing Vanguard information. Passed.  
ACTION: Jennifer will add the missing Vanguard information to the Treasurer Process.
  - Suzanne and Paul Lohman also discussed the “Website Administrator” Process. Was agreed that Gregory Bringman, Terry Holten, and Don Rowe would create a Word document for Suzanne, and then the board to review and approve in the June Board meeting.  
ACTION: Gregory, Terry, and Don will create the “Website Administrator” Process Word document for the June Board meeting.
7. Treasurer’s Report - Jennifer Wang emailed the treasurer’s report to the board and there were no related questions. Paul Lohman noted that we are currently \$1,200 in the hole. Paul also reminded board members of the \$50 Milonga food budget.

8. Membership Update - Paul Lohman stated that there are currently 136 members.
9. Tango Moments – Paul Lohman provided feedback on the first Tango Moments publication to Malena.Ink. He suggested a more complete table-of-content and clearer organization in future publications. All board members agreed that the first publication was very well done for an initial release.
10. Mill City Opera Events - Paul Lohman met with members of the Mill City Opera.
  - Comp Tickets:

The Mill City Opera will provide 40 comp tickets for the opening night, and 12 tickets for each of the subsequent four performances. Paul used Google forms to create a Ticket Request form. Was agreed to publish this form on an announced date, and provide tickets to requestors based upon timestamp and balance of leaders and followers. List of attendees would be given to the Opera, so that comp tickets could be provided at the door.

ACTION: Paul will complete the Opera Ticket Request Google form and forward to board members to test.
  - Teachers:

7 pm tango lessons will be held at each opera performance. The Mill City Opera will provide the teacher for the opening night, and TSOM will be responsible to arrange for teachers for the remaining four performances. Discussed how the teachers would be selected, and was agreed that Paul would contact the most active teachers to determine availability.

MOTION: Arrange for and compensate teachers for four Mill City Opera performances. Passed.

ACTION: Paul will contact tango teachers and determine availability for the four Mill City Opera performances.
  - DJs:

TSOM will be responsible to provide a DJ for all five Mill City Opera performances. Paul will contact the TSOM DJs to determine availability.

MOTION: Arrange for and compensate DJs for five Mill City Opera performances. Passed.

ACTION: Paul will contact TSOM DJs and determine availability for the five Mill City Opera performances.
  - Swag:

The Mill City Opera will be giving TSOM a free ad in the Opera literature. Paul has already provided the TSOM logo, and will continue to work on the ad.

The TSOM sandwich board will be displayed at all of the Opera performances.

Paul will also talk to the teachers about the possibility of providing ~10 ½ price lesson coupons.

The Opera asked if TSOM would be bringing any swag for the performances, board discussed providing small candy tins, microfiber clothes, hand fans, or bag clips.

ACTION: Paul will continue to work on the TSOM Ad for the Opera literature.

ACTION: Scott will provide the TSOM QR Code to Paul.

ACTION: Paul will discuss discounted opera lesson coupons with Tango teachers.

ACTION: Paul will continue to research potential opera swag and related costs.
11. 2017 Venue Contracts – Paul Lohman has been actively contacting Kit Cusik, but has not yet received a signed contract.

ACTION: Paul will continue to contact Kit and finalize the Triune contract.

12. Web Site Update - Don Rowe provided the current status of the website.

- Don explained that the “Website Administrator” Process was more complicated than initially thought, as there are difficulties related to the FTP client. Potential solution would be to have all website updaters use a shared Admin userid.

ACTION: Don and Terry will test the shared website Admin userid solution.

ACTION: Terry will forward 2017 Board Meeting PDF files to Don to put onto the website.

- Don also looked at other software options for TSOM announcements, looking for the ability to display the TSOM logo at the top of the announcements per Paul Lohman’s request. Gregory Bringman will look into Dream Post software and determine if it is possible to brand announcements.

ACTION: Gregory will research Dream Post software to determine if it has the capability to brand announcements.

- Paul Lohman suggested adding a Tango video of the month to the website, and creation of a process to select the video. Potential process would include board members sending proposed links to a responsible resource, who would select the top 3 videos for board to vote on. Jennifer Wang expressed concerns about selecting “staged” videos as opposed to social tango videos. Ray Shudy asked is there would be any limitations to the length of the videos. Also discussed limiting video recommendations to board members for now, but possibly opening to all TSOM members in the future. Linda McFadden agreed to be responsible to develop and maintain the video of the month process.

ACTION: Linda will define and initiate the “Website Video of the Month” process.

13. TSoM Outreach committee - Barbara Haselbeck reviewed potential outreach options.

- Barb contacted last year’s Open Streets participants to offer TSOM assistance. Sabine and John will not be available for the Lyndale June 4<sup>th</sup> event. Lois is planning to participate in the Lake + Minnehaha July 23<sup>rd</sup> event, and is open to TSOM assistance, possibly help with fees. Tamara was not interested in participating again in the 50<sup>th</sup> and France event. Paul Lohman stated that Grant Proposals would be needed to be submitted by the requestors. ACTION: Barb will contact Open Streets participants and encourage them to submit a Grant Proposal detailing assistance needed.
- Can Can Wonderland is interested in hosting a tango event, possibly on May 11<sup>th</sup> at ~7 pm. ACTION: Barb will continue to work with Can Can Wonderland.
- Terri Davis noted that she had received an email sent to [Events@MnTango.com](mailto:Events@MnTango.com), Terri wanted to make sure that these emails also be sent to Barb and Don Rowe in the future. ACTION: Barb and Don will review and follow-up on the Events email received by Terri.

14. TSoM Policies Overview

- Paul Lohman reviewed the “DJ – Instructor” Policy, all agreed to modify the first paragraph, final sentence to “Best efforts will be made to ...”. MOTION: Approve the “DJ – Instructor” Policy with amended final sentence text. Passed. ACTION: Suzanne Doyle will update the “DJ – Instructor” Policy text.
- Suzanne Doyle and Paul Lohman discussed wording conflicts in the “Annual TSOM Membership Term” Policy, including the definition of “Due Date” related to early and late payments. Jennifer Wang detailed the date definitions and process followed to create the financial reports. Was agreed to modify the wording of the policy to reflect the financial process. MOTION: Approve the “Annual TSOM Membership Term” Policy with amended text. Passed. ACTION: Suzanne Doyle will update the “Annual TSOM Membership Term” Policy text.

15. Next meeting: Thursday May 25<sup>th</sup> at the Uptown Lunds & Byerlys (1450 Lake Street) Community Room

Respectfully submitted, Terry Holten, Secretary

MOTION: Approve the Treasurer Process, pending the missing Vanguard information. Passed.

MOTION: Arrange for and compensate teachers for four Mill City Opera performances. Passed.

MOTION: Arrange for and compensate DJs for five Mill City Opera performances. Passed.

MOTION: Approve the “DJ – Instructor” Policy with amended final sentence text. Passed.

MOTION: Approve the “Annual TSOM Membership Term” Policy with amended text. Passed.

ACTION: Terry Holten will add “Pending Approval” to the “Event Instructor & DJ”, and the “Renewal of Membership” Policies on the March Meeting Minutes.

ACTION: Jennifer will add the missing Vanguard information to the Treasurer Process.

ACTION: Gregory, Terry, and Don will create the “Website Administrator” Process Word document for the June Board meeting.

ACTION: Paul will complete Opera Ticket Request Google form and forward to board members to test.

ACTION: Paul will contact tango teachers and determine availability for the four Mill City Opera performances.

ACTION: Paul will contact TSOM DJs and determine availability for the five Mill City Opera performances.

ACTION: Paul will continue to work on the TSOM Ad for the Opera literature.

ACTION: Scott will provide the TSOM QR Code to Paul.

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ACTION: Paul will continue to contact Kit and finalize the Triune contract.

ACTION: Don and Terry will test the shared website Admin userid solution.

ACTION: Terry will forward 2017 Board Meeting PDF files to Don to put onto the website.

ACTION: Gregory will research Dream Post software to determine if it has the capability to brand announcements.

ACTION: Linda will define and initiate the “Website Video of the Month” process.

ACTION: Barb will contact Open Streets participants and encourage them to submit a Grant Proposal detailing assistance needed.

ACTION: Barb will continue to work with Can Can Wonderland.

ACTION: Barb and Don will review and follow-up on the Events email received by Terri.

ACTION: Suzanne Doyle will update the “DJ – Instructor” Policy text.

ACTION: Suzanne Doyle will update the “Annual TSOM Membership Term” Policy text.