Duke Faculty Club Board of Governors Meeting
Location: Duke Faculty Club
Thursday, March 24, 2016

Board Members Present: Julie Hollenbeck (President), Leighton Roper (President-Elect), Barbara Imboden (Treasurer), Becky Mela (Secretary), Joel Hillygus, Ian Niedel, Sara Robert, Sidney Simon, and Eamonn Lanigan (Executive Director).

Board Members Absent: Luke James

Julie Hollenbeck called the meeting to order at 12:30 pm. It was determined that a quorum was present and business could be conducted.

Board Minutes
Copies of the February 8, 2016 Board meeting minutes were distributed. A motion was made to approve the minutes as written. The motion was seconded and then passed unanimously.

Copies of the February 21, 2016 Annual membership meeting minutes were distributed. A motion was made to approve the minutes as written. The motion was seconded and then passed unanimously.

Membership Committee Report
Eamonn discussed a request regarding a member whose employment status has changed twice during this member’s tenure at the club, resulting in re-categorization of his membership per longstanding club practice. A motion was made to allow this member a one-time waiver of the annual transient member surcharge for this membership year only, while the issue is considered in greater detail by the Board in the coming year. It is expected that more club members may present with these employment status changes in the future. The motion was seconded and then passed by a vote of seven for and one against (Becky).

Eamonn presented a request from an alumnus for prioritization on the member wait list. Discussion ensued. A motion was made, seconded, and then passed unanimously to deny the alumnus’ request.

As we enter the busy membership season, the membership committee requested guidance on membership caps. Ian informed the Board about the history of both employee and alumni membership caps and the factors behind previous changes in the caps. Although the new facility was ideally designed for a capacity of 1000 memberships, 10% of which are allocated to alumni members, this cap can only now be tested with the facility in full use. Discussion ensued.

Action Items:
- Conduct follow-up with requesting members regarding Board decisions.
- Membership committee to discuss employment status change possibilities and its effect on membership status/dues/fees, recommending fee policy and/or by-law changes where appropriate.
- Eamonn to email Board with a brief of the issues to consider in setting the membership caps, including club utilization statistics, member survey feedback, recommendations from the membership committee, etc. to inform a decision to be made at a subsequent Board meeting.

Nominating Committee Report
Julie distributed candidate information sheets for each of the six candidates on the proposed slate for Board elections. There are five open Board positions: President-Elect, Treasurer, Secretary, and two Member-at-Large slots. A motion was made, seconded, and passed by a vote of six in favor, with two abstentions (Ian, Joel), of approving the slate, with elections to open on Friday, March 25 and remain open
until Thursday, March 31. Pursuant to Article VI, Section 6.7 of the by-laws, the Board appointed Julie and Sara to the committee to supervise the election and certify the results to the Board at the next meeting.

**Action Items:**
- Julie and Sara to supervise election outcome and certify results to the Board at the April meeting.

**Facilities Committee Report**
Ian updated the Board on facilities projects, highlighting the priority of the shade umbrellas, which are due to be installed soon. Ian reviewed the committee’s purpose, processes, and tools put in place to guide the committee’s work. Any Board member who has comments or suggestions for the MasterPlan Update and Implementation Process should forward those to the committee by the next Board meeting.

**Action Item:**
- Board members to review and submit comments or suggested changes for inclusion in the MasterPlan Update and Implementation Process.

**Financial Report**
Barbara presented the FY16 YTD budget, noting it is currently on track with youth program registrations (summer camp) revenues actually exceeding budget at this point.

**Executive Session**
A motion was made, seconded and passed unanimously for the Board to move into Executive Session.

The next meeting date is Monday, April 11, 2016 at 12:30pm.

The meeting adjourned at 1:50pm.

Respectfully submitted,
Becky Mela, Secretary