

**UNITED STATES SUBMARINE VETERANS, INC.
GROTON BASE BOARD OF TRUSTEES MEETING
MINUTES – 16 APRIL 2009**

Attendees: Bob Bentley, Dave Bergstrom, Doc McCance, Charles McMullin, Michael Mingione, Red Padgett, John Tippett, Karen Torkelson, John Wynn

Lynn Wynn, Recording Secretary

The meeting was called to order at 1800.

Purpose: This was the meeting required every three months as set forth in the By-Laws. It allowed the Board to review accomplishments over the current term. In addition individuals who expressed interest in running in this year's election for the BOT were invited to attend. Michael Mingione and Dave Bergstrom represented potential candidates. The format was informal.

John Tippett reviewed the accomplishments of the BOT during the current term. They include:

- An audit of the Club books was completed. Although the Club had to pay based on the results, it was a negotiated settlement and everything is now above board. A CPA will begin handling the books as of 5/15/09. All individuals working will be on the books except Tom Connors and Brett Adams.
- The Bylaws were revised and updated. The current Bylaws include:
 1. A Base officer or BOT member can not be in a governing position with another organization. This is to avoid a conflict of interest.
 2. A Base officer can not be a bartender
- There have been major improvements at the Club, including a new deck behind the bar, new carpeting, improved lighting in the bar area, refurbished ladies' bathroom, improved smoke-eaters, new shelves in the coolers.

Karen reviewed some of the other changes ongoing and anticipated for the Club:

- All bartenders will be TIPS trained. John Tippett will talk to the Fleet and the Elks regarding the upcoming session to see if they would be interested in attending. The cost is \$35/person. TIPS training helps the Club with insurance costs. In addition each bartender has to renew his/her TIPS certification periodically.
- The fees for the room rental for functions are set aside in a "non identified fund" for such things as TIPS training and purchase of some equipment. This lessens the need to go to the Club for small things.

- All bartenders (except Brett) are on a payroll and have W/C coverage.
- Karen says the Club will be getting a new, larger refrigerator and commercial grade freezer. These will provide more space and will use less electricity. The only obstacle is how to get the refrigerator into the galley pantry.
- Karen is working on trying to improve the availability of funds in the ATM. The current vendor can not provide adequate service. A decision has to be made as to whether Karen should handle the maintenance of money in the ATM (this would require that the bar have an extra \$3,000 to “re-fill” the ATM. An alternative is to have Tom Connors or the base Commander take over this responsibility. Possibly using the advance dues fund.
- The Club is now serving about 650 – 700 lunches per month, a significant improvement.

Karen also presented 2 issues she recently handled and asked for feedback from the BOT as to whether she handled them appropriately:

- Recently 2 individuals left the premises with beer, which is against Club rules and could jeopardize the Club’s license. The individuals involved were banned from the Club for 30 days. The BOT agreed with how the problem was handled.
- A member of the Brown Derby pool league was allegedly smoking marijuana in the restroom. The team head was notified and was warned this will not be tolerated in the Club. It was reported to the APA and the team was warned that they would be banned from the Club if it occurs again. Again, the BOT agreed with the handling of the situation.

John Tippet said the elections will be held before the next BOT meeting, scheduled for the 3rd week in July. At that time those elected will appoint a Chairman who, in turn will identify a Vice Chairmen and a Secretary.

The consensus was that the Club in a better situation than in the past, and members now enjoy coming to the Club.

The meeting was adjourned at 1900.

Respectfully submitted,

Lynn Wynn