

## Minutes from MATC Board Meeting 11.21.07

### **Board Members present:**

Hirak Parikh (President),  
Aleric Soans (Vice-President),  
Ramji Venkatraman (Director-of-Operations),  
Solveig Heinz (Treasurer),  
Anjali Purkayastha (Secretary).

### **Board Members absent:**

Bo Sun (Registration Officer),

Five Board Members are present. **Quorum was met.**

Meeting was called to order at 6:20 pm

**Hirak declared that this Board Meeting will be a “closed session” from now until 7pm. The remainder of the Meeting will be “open”.**

### **Proposed Agenda for the closed portion of the Board meeting**

- 1) Approve current meeting's agenda.
- 2) Approve minutes from the Board meeting held on November 18, 2007.
- 3) Appoint Webmaster.
- 4) Final approval of the updated 2008 budget and the updated financial report.
- 5) Continue discussing proposed By-Laws.
- 6) Continue discussing proposed Board Policies.
- 7) Discuss proposed Code of Conduct.

### **Proposed Agenda for the open portion of the Board Meeting**

- 1) Meet the EOs for the Fire and Ice Festival in 2008
- 2) General Questions.
- 3) Alicia Pons Workshop- discuss contract.

#### **1) Motion to approve the proposed agenda for this meeting.**

Proposed by: Solveig

Seconded by: Anjali

Vote: Unanimous

Motion passed.

#### **2) Motion to approve the minutes from the Exceptional Board Meeting held on November 18, 2007.**

Proposed by: Aleric

Seconded by: Ramji

Vote: Unanimous

Motion passed.

**3) Motion to officially appoint Andrew De Orio as Club Webmaster.**

Proposed by: Solveig

Seconded by: Anjali

Vote: Unanimous

Motion passed.

**4) Motion to table the final approval of the updated 2008 budget and the updated financial report.**

Proposed by: Anjali

Seconded by: Aleric

Vote: Unanimous

Motion passed.

**5) Motion to approve the following bylaws re disclosure:**

**2. Disclosure of Club Documents**

**2.1** “Open information about Club Documents” will be construed to mean that the following documents will be available on the website: Constitution, Bylaws, Code of Regulations, Code of Conduct, Club Policies, and the minutes from both Board Meetings and Exceptional Board Meetings. (See Article V.1-d(vii) of the MATC Constitution).

**2.2** Information about Documents pertaining to Club members only, such as financial reports, shall be made accessible to Club members only as defined in the Constitution (see Article V.4-d of the MATC Constitution entitled “Reports”). Club members obtaining these documents are expected to respect the privacy of the information provided in these documents.

**2.3** Documents that require the protection of privacy of Club members and users, such as emails, email lists, and registration lists, shall not be disclosed to anyone except when requested by relevant University of Michigan offices or unless otherwise indicated by the Board (see 2.7 “Exceptions” below).

**2.4** SOAS account statements and financial summary reports will not be disclosed unless petitioned by ten Club Members.

**2.5** An external audit of all financial documents by the SAL Office or other relevant University of Michigan Institution shall be obtained by the Board at least once a year.

**2.6** At the end of the term in office, Executive Board Members must return all forms of Club Documents to the Club.

**2.7** The following exceptions will be made:

- a) Membership lists must be provided to the Election Committee.
- b) Registration lists may be given to volunteers during registration periods of club activities.
- c) Registration lists may be provided to University Personnel to ensure that Club Members and Users can gain entrance to Club Events.

- d) EOs and election Committees will be given information that is necessary to perform their duties.

**6) Motion to table discussion of the proposed Club Policies.**

Proposed by: Ramji

Seconded by: Solveig

Vote: Unanimous

Motion passed.

**7) Motion to approve the Code of Conduct :**

CODE OF CONDUCT

As a Member and/or User of the Michigan Argentine Tango Club (MATC) as defined in the Club's Constitution and Bylaws, I will:

1. Represent MATC with professionalism, dignity and pride, and be responsible for conducting myself with courtesy and appropriate behavior.
2. Conduct myself in a respectful manner, exhibit appropriate social dance conduct, and be a positive role model.
3. Seek training for my volunteer role by participating in meetings, self-study, or other training opportunities to help me work more effectively with appropriate audiences.
4. Display respect and courtesy for club members, users, other volunteers, program participants, visitors, clients and property.
5. Provide a safe environment by not harming others in any way, whether through discrimination, sexual harassment, physical force, verbal and/or mental abuse and harassment, neglect, or other harmful actions.
6. Respect the privacy of persons served by the organization.
7. Work cooperatively with the MATC Board and other club volunteers.
8. Respect and follow UM policies and guidelines for conduct at the events organized on University property.
9. Keep my personal opinions and actions separate from those made as a representative of this organization.
10. Avoid conduct that would jeopardize program effectiveness.
11. Promote and support the MATC in developing effective Argentine Tango dancing programs, milongas and other events.

As a MATC Member and/or User, I will not:

12. Use vulgar or inappropriate language in any of my communications with and on behalf of the Club.
13. Use or be under the influence of illegal drugs.
14. Consume or be under the influence of alcohol, drugs or consume tobacco at club events.
15. Discriminate on the basis of race, color, religion, sex, age, national origin, marital status or disability, and sexual orientation.
16. Conduct club financial transactions that have a negative impact on the organization including theft or embezzlement.

17. Indulge in the destruction of any MATC financial documents.

**8) Motion to approve the following by-law:**

It will be construed that anyone who attends a Club event has tacitly agreed to abide by the Code of Conduct.

Proposed by: Anjali

Seconded by: Solveig

Vote: Unanimous

Motion passed.

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Hirak declared that the remainder of the Board Meeting open to the public at 7:09 pm.  
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**1) Meet the EOs for the Fire and Ice Festival 2008**

The EOs updated the Board on the planning of the Fire and Ice Festival. They also provided the Board with an updated budget for the festival. The planning for the Fire and Ice festival is going very well. The EOs are aware of the University's no-alcohol policy and will inform visitors.

The EOs requested access to the list of registrants for the festival. Pursuant to the by-laws in "2. Disclosure of Club Documents" (see above), Hirak agreed to create this list. Access to the list will require a user name and password; the EOs will be provided with this information.

**2) General questions**

There were no questions.

**3) Alicia Pons Workshop – discuss contract**

This topic was not discussed due to time constraints.

**Motion to table the remainder of the By-laws.**

Proposed by: Anjali

Seconded by: Solveig

Vote: Unanimous

Motion passed.

Meeting adjourned at 7:56 pm

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