

Amherst College Argentine Tango Club

Purpose of Meeting: Structure the leadership of the club, delegate roles, and preliminary planning for the semester

Date/ Time/Location: September 24, 2010. Time began: 5:06pm – Time ended: 5:43pm.

Morris Pratt Living Room

Chair: ...

In Attendance

Adaugo Ugocha, Alexis Jaramillo, Che Teng, David Chen, Kevin Lutz, Leslie Quiroz, and Madeline Chan

Discussions Brought up During this Meeting:

- Delegation of roles (not finalized, these can be modified and/or augmented):
 - Adaugo Ugocha: Event Organizer, Director of Outreach
 - Alexis Jaramillo: Co-Chairman, secretarial & parliamentary roles
 - Che Teng: Treasurer, Chairwoman of Finance Committee
 - David Chen: The God Father *ex-officio*
 - Kevin Lutz: Co-Chairman, Chief Publicity Officer & parliamentary roles
 - Leslie Quiroz: Chief Communications Officer, Lesson Space Coordinator
 - Madeline Chan: Social Technologies Administration
- Regular hours for lessons voting:
 - 3 in favor of lesson from 6pm-8pm on Fridays
 - 3 in favor of lesson from 4pm-6pm on Fridays
 - Resolutions:
 - Consult with Daniel Trenner
 - Pose question to members who will attend the next tango lesson. Send e-mail to all people in Tango list directing to a survey to find out preferred time
- Location of Tango lessons
 - Morris Pratt for now if available, Keefe might be more difficult to request
 - Request must be made every week, early on the week. Preferably Monday or Tuesday before lesson on Friday. Also send e-mail to members
- Intense training for officers in order for officer to provide help to other members during lessons
 - Resolution: Confirm with Daniel Trenner if he would be as kind as to allow the 6 officers to participate in his lessons in Northampton
- Money Matters
 - Secure semester funds on advance, i.e. in October 2010 for the Spring 2011
 - Breakdown of semester funds for Fall 2010
 - Instructor fee \$2500
 - Food: \$50

- Publicity: \$9
- Additional discretionary funds can be requested using the appropriate form online
- Possibility for pay for emergency costs right away with self funds and be reimburse later

Assignments for Officers Before Next Officers Meeting:

- Gain details in regarding all money matters, details on how to deal with the budgetary committee, plan for near expenses such as Publicity. **Che**
- Secure meeting space for next lesson with Morris Pratt RC's. E-mail members about next meeting. **Leslie**
- Research information how to generate publicity, e.g. where and how to get table tents for Val? General publicity planning. **Kevin**
- Gain access to facebook group, update and maintain. Look into accessing official Amherst Argentine Tango and update it. **Madelin**
- Research nearby tango events and other cool opportunities. **Adaugo**
- Create minutes for last meeting officer meeting + other support. **Alex**

Upcoming Events:

- General 5-College Argentine Tango Lesson October 1st, 6pm-8pm, Morris Pratt Living Room (space needs to be arranged and secured)

Next Officers Meeting:

- October 1, 2010 5:30pm Morris Pratt.

Alexis Jaramillo