

John P.

Summary of Miami Valley Dance Council meeting of January 13, 1998

Herein is a summary of that portion of the Council meeting of special interest to the Miami Valley Folk Dance club. A full transcript of the meeting will be available from the Council secretary at a later date. John Roasa, Chairman of the Michael Solomon Pavilion Support Committee, made the presentation summarized below.

No money is currently being paid to the City of Dayton for utilities used in the Pavilion because the City has not installed separate meters to monitor usage. How long this will last is uncertain, but there are no plans to change the present procedure. If a change is to be made, John has been told that ample warning would be given.

There currently is over \$7200 in the Support Committee's treasury. A motion was approved to proceed with a feasibility study to use that money and some of the future rent money to air condition the Pavilion. If this comes to fruition, the City will assist by making the east wall into a permanent wall.

Use of the Pavilion is picking up and groups have to be alert to keep on top of their own scheduling, especially when not planning to use regularly scheduled time. John wants at least 30 days written notice for a cancellation. (Commentary - This 30 day notice is not in the guidelines for the use of the Pavilion. This is the second time John has mentioned it at a Council meeting and it is in the minutes.) John said that he would work with groups seeking a refund of Pavilion rent for unused time resulting from an emergency such as a death.

He again emphasized the importance of properly cleaning and securing the Pavilion following use, including moving chairs when sweeping. Also, recently there have been losses from the building. He suggested that two people be appointed by each group to share the responsibility for securing the building, feeling that at least one person would likely would be present at any given time.

Commentary - For us, this responsibility has been given to members of the Program Committee. Should this be looked into?

The following is from the guidelines for use of the Pavilion -  
*"Each club is to give MSSC (Michael Solomon Support Committee) chair-person on January 1 and July 1 each year in writing two (2) contact persons (member's name, address, and a telephone number) who will be responsible for the clubs' actions when using the Pavilion."* This has not specifically been done. What has been done is to provide the name, address and telephone number to John for the Miami Valley Folk Dancers' representative on support committee. The representative is Mike Clark and Ed Anderson is his backup. Is this sufficient?

Attached are copies of the Guidelines for the use of the Pavilion. Please note the change in John Roasa's address for mailing in the rent checks.

Respectfully submitted,

Ed Anderson  
Jan. 14, 1998

January 13, 1998

John Roasa  
Chairman, Michael Solomon Pavllion Support Committee  
1529 North Star Road  
Dayton, Ohio 45432-3615

Dear Mr. Roasa:

Miami Valley Folk Dancers' member on the Support Committee is

Mike Clark  
45 Home Avenue  
Springboro, Ohio 45066  
513 748 4220

and the principal alternate is

Ed Anderson  
725 Larriwood Avenue  
Kettering, Ohio 45429-3117  
937 294 8628

Yours truly,

Ed Anderson

cc: Miami Valley Folk Dancers

## SCHEDULE OF MICHAEL SOLOMON PAVILION (MSP)

### Guidelines for Building Use.

No group, individual, Council member, or otherwise is to use the building without properly scheduling the time. All clubs renting the hall must have Council liability insurance.

All users of the building are responsible for observing the following regulations pertaining to building use. Failure to do so will seriously affect future use of the building. The user must compensate the Michael Solomon Support Committee (MSSC) for all damages. The status of a club's Council membership could also be affected.

- A. No smoking and no alcoholic beverages are permitted in the building.
- B. NO CLEATS or HIGH HEELS are to be worn on the wooden floor.
- C. The building is to be vacated promptly at the end of the scheduled time so that it will be available for the next scheduled group.
- D. Tables and chairs are not to be dragged across the floor.
- E. Heavy and messy items including food are to be served on the concrete to prevent damage to the wooden floor. No food or drinks are to be served on the wooden floor.
- F. The individual or group that reserved the building is responsible for the repair or replacement of any item broken during use of building.
- G. Do not sit on tables.
- H. No items belonging in the building are to be removed from the building.
- I. The building must be left clean and secure.
- J. Pick up all trash and put outside into dumpster
- K. Sponge up any spills (do not swab area) and sweep the floor including concrete area and bathrooms.
- L. Clean up kitchen. This includes sweeping floor, washing off counter area, and cleaning any spills. **DO NOT** leave anything in the refrigerator.
- M. Pull all tables and chairs out and sweep area. Replace tables and chairs where they belong.
- N. Close and lock all windows including those in the rest rooms.
- O. Turn off lights and fans.
- P. In winter set heater thermostats to 65 degrees. In sub zero temperatures, set at 70 degrees.
- Q. In summer, put down awnings.
- R. Lock all doors.
- S. Club decorations or materials must be removed before vacating pavilion. (Unless approved by decorating committee)

Any complaint that a club knowingly violates or does not follow the listed procedure before leaving the building will be investigated by a member of the MSSC and a member of the MVDC Executive Committee to verify the problem. A registered letter will be sent to the violating club advising of such condition. After a second verified complaint (within one year), said club will be denied continued use of building and the spot will be open for other clubs to use.