



HHICSC BOARD OF DIRECTORS MEETING FEBRUARY 19, 2024

Attendees: Ron Donigan, President
Celina Hall, 1st Vice President
Johnny Cobb, 2nd Vice President
Florence Justino, Treasurer
Nancy Eisenman, Secretary

Call to Order: The meeting was called to order by Ron Donigan at 9:57 AM. Johnny Cobb took a moment to welcome the new directors, Ron and Florence, and thanked them for serving on the Board this year.

Secretary's Report: It was confirmed that the minutes from the January 22, 2024 Board meeting and from the Annual Meeting on January 26, 2024 had been approved by the previous Board of Directors. The Board is in favor of having all minutes and financial reports, including those from 2023, posted on the club's website. Sam Heidt will be loading them on the site for us.

Nancy informed the Board that she has submitted the names and positions of the new Board members to the South Carolina Secretary of State's office, and this week will be making the annual payment of \$49 to the club's SC Registered Agent. Florence will make arrangements to have the club's credit card on file to make this payment in the future.

Treasurer's Report: As of February 1, 2024, Ron's and Florence's signature cards are on file with TD Bank. The club's credit card will soon be in Florence's name.

- Financial Report – The cash balance on hand as of 1-31-2024 is: \$30,384.65. A detailed financial statement is attached to the minutes. **(Florence to provide)**
- New Accounting System – The Board voted to use Quick Books at a cost of \$42 per month, instead of Zip Books. It was felt that Quick Books is more user friendly and has a more comprehensive program. Thanks and appreciation were expressed to Becky Cobb for all the work she did in providing a complete and accurate accounting of the club's finances, making for a smooth transition for the new Board. Going forward, Becky will now serve as the Assistant Treasurer instead of Club Accountant.
- Donation - Proceeds of \$755 made from the Winter Classic silent auction have been donated to the Ellen Taylor Foundation for Jr. Shaggers.
- American Bop Association – To determine what the club will pay for the licensing of music, an accurate account of all those attending club events throughout 2024 must be provided. Florence will obtain these numbers by using the attendance count at the Winter Classic, any special event held by the club and the sign-in sheets used for Friday night socials. The ABA also requested a count from the previous year in order to determine an average number.

- New Membership Chairman – Joe Justino will now be managing the membership information. A suggestion was made to update the membership form to include a line that says “Name Badge Preference.”

1st Vice President’s Report:

- Winter Classic Follow-up – At this time, all bills for the event have been paid. Celina has received a limited time offer to purchase arm bands (to be used at future events) at a 15% discount. A vote was taken to approve this purchase.
- Valentines Celebration Party – There was no extra charge for the party and the only expense was the cake served for dessert. Cost: \$45.00
- St. Patrick’s Day Party – A notice appeared in the current newsletter and it will also be added to the website. Attendees are asked to bring a dish to share; dessert will be provided by the club. Regular entry fee for the event.
- Training of new DJ’s – Johnny Fever, AKA Johnny Cobb, has already received training and will be the DJ for the first time on Friday, February 23, 2024. There are four other volunteers who will be trained (two in March and two in April) by Phil Hall,.

2nd Vice President’s Report:

- Cash Reserve Study – Now that the club has built up its financial position, the Board is in favor of further evaluating the establishment of a cash reserve in case of an unforeseen financial exposure. The Board likes the concept of a flexible reserve that will protect the club in emergencies while still having funds available to support member functions. Florence and Johnny were asked to work together to make an analysis of what the reserve amount should be and report their recommendation at the next Board meeting.
- Dance Instruction Outreach – Johnny has received a request from a private party to have shag lessons taught to their group of thirty-five at Spring Lake Pavilion on Hilton Head Plantation April 13, 2024. Johnny accepted the invitation and arranged to have Dina Chester and Barry Cohick provide lessons to the group. A \$150 donation will be made to HHICSC for this outreach.

Old Business:

- ACSC Icon Award - Progress has been made in securing commitments from HHICSC members to write the nominating letter and the three supporting letters in preparing the documentation for having Bruce Zimmerman considered for the award.
- By-Laws – Nancy will be checking with Board members to set a date in March for a work meeting to have a thorough review of the club’s by-laws.

New Business:

- Scheduling Greeters - Several ideas were discussed of how best to get volunteers for the job: have a special notice in the newsletter; assign one person to secure greeters each month; have greeters on duty ask for volunteers as members sign in and have sign-up sheets available on the table. All those who do volunteer and take the “first shift” are to made aware that on nights when there are dance lessons, they need to be there by 5:00 PM. When there are line dance lessons on the first Friday of each month, Leigh Lawrence has agreed to have a greeter there to take payments by 4:30 PM. It was decided that when the treasurer is not able to be there for the opening, another Board member will assume the responsibilities.

- Scheduling Closers – As it is a very important job to make sure Heinrichs Hall is secured at the end of Friday night socials, closers need to be well trained. Johnny will see that the policy and procedures for doing this are up to date and made available to anyone performing this job. The suggestions for recruiting greeters could apply to the closers, as well. Until enough closers can be recruited, the current Board members will be responsible for closing duties.
- Invitation by Local Life Magazine – Ron has received a request from this magazine to feature him in an article that could possibly showcase his affiliation with the Hilton Head Shag Club. The Board would like to have more information, assurances that such an article would be in the best interest of the club and if there is any cost involved. Ron will get in touch with the magazine representative to have these questions and concerns addressed.
- Closing time for Friday Night Social Dances – With input from the disc jockeys and the observation that there are very few people still there near 9:00 pm, the Board is not in favor of extending the closing time. However, if the disc jockeys are willing and there are a considerable amount of people dancing, they are at liberty to play on; in doing so, they accept the responsibility to close the facility according to the procedures prescribed in the “Friday Night Opening/Closing Instructions”.
- Next Board Meeting – Scheduled for 10:00 AM on March 21, 2024 at the Edgewater Clubhouse.

There being no further business, the meeting was adjourned at 12:19 PM.