



**Board of Directors Meeting
Wednesday, November 9, 2022 - 2:30pm
Hilton Head Presbyterian Church**

MINUTES

Attendees: John Thomas
Vicki Brown
Bruce Zimmerman
Marcia Salera
Pamela Stemzynski
Becky Elliott

Call To Order: The meeting was called to order at 2:30pm by John Thomas.

Secretary: Pamela Stemzynski

- Reading of Minutes of the October 5, 2022 meeting was waived; minutes were approved.
- I mentioned that our weekly newsletter to members would benefit with the addition of a direct link to the HHICSC website. The BOD agreed. I will check with Sam Heidt and/or Kathy Reynolds to see if this is possible and how it can be accomplished.

Treasurer: Marcia Salera

- Marcia reviewed the October 31 financial report. The cash balance is \$66,567.71 broken down as follows:
 - Reserved funds = \$44,517.58.
 - Available funds = \$22,050.13.
 - The financial report was approved by the Board.
- Marcia created and distributed an additional report to track the attendance at Friday night socials.
- She also distributed a report comparing annual income and expenses over time from 2018 through 10/31/22.

1st Vice-President: Vicki Brown

- Friday, Oct 28 – Halloween Party
 - The party was a great success!

- Friday, Dec 9 - Christmas Party
 - The Christmas Party flyer is prepared and ready to go out and on the website.
 - The menu will be a choice of grilled herb chicken breast or sesame-crusted salmon.
 - Sonesta is charging us \$500 room rent.
 - The party will be from 6pm to 9:30 with dinner being served at 7pm.
 - Price of admission to the party will be \$45 for members and \$75 for non-members.

- Storage Unit
 - Bruce built shelves to fit into the new storage unit.
 - There was discussion about how to keep track of the various props, centerpieces and decorations that belong to the club. Becky has organized the inventory of what is presently in the storage unit, but someone will need to be found to assume responsibility for the inventory going forward.
 - Vicki keeps at her home 15 dancer centerpieces, which are re-dressed appropriately for each party. They cannot be moved to storage, as they would be ruined. It was agreed that everything else should be kept together in the storage unit rather than in members' homes.

2nd Vice-President: Bruce Zimmerman

- Building Club Membership
 - We want to interest and encourage new people to come out and learn shag.
 - Most new people find us through our website.
 - The suggestion was made to offer free lessons for a month starting in January.
 - We are dancing every Friday night with lessons on the same night.
 - By next meeting we should decide on the wording of what we are going to offer and put it in the newsletter starting in December.
 - We will also need to advertise same (keeping in mind that advertising requires lead time).

- There will not be a social Friday night, December 23.
- Nominating Committee
 - Bruce urged everyone at the meeting to talk to members re serving on the BOD.

Policies and Procedures: Becky Elliott

- The document was discussed and the following points were highlighted:
 - Policies and Procedures document would supplement officers' responsibilities as outlined in the club by-laws.
 - Special Events – Seasonal Parties Section: Language should be softened to "if possible...should not conflict" rather than "must not conflict."
 - 1st Vice-President: Write-up should be expanded to cover parties other than the Winter Classic.
 - 2nd Vice-President: Write-up needs to be more flexible, should be suggestions, not guidelines; pricing should be "other lesson forms negotiable."
 - Travel expenses: Omit attendance at 3 events. Under lodging, omit 2 nights. Instead reimburse up to \$450 to include mileage based on receipts submitted to the Treasurer.
 - Secretary: Continue acknowledging member deaths in the newsletter in the respectful and succinct way we have been doing them; nothing about services. Remove section starting "In Memory of beloved..."
- Revised Policies and Procedures document should be prepared and ready for the December BOD meeting, so the Board can vote on it.

Next BOD Meeting is scheduled for Wednesday, December 7 at 2:30.

Adjournment: The meeting was adjourned at 4:35 pm.