



**Board of Directors Meeting
Wednesday, December 7, 2022 - 2:30pm
Hilton Head Presbyterian Church**

MINUTES

Attendees: John Thomas
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 November 9, 2022 meeting was waived; minutes were approved.

Treasurer: Marcia Salera

- Marcia reviewed the November 30 financial report. The cash balance is \$74,496.27 broken down as follows:
 - Reserved funds = \$51,727.58.
 - Available funds = \$22,768.69.
 - The financial report was approved by the Board.

1st Vice-President: Vicki Brown

- Friday, Dec 9 - Christmas Party
 - Judy and John Thomas are handling the table decorations.
 - Becky and Rick Elliott will pick up the dancers that go on either side of the stage, deliver them to the venue and set them up.
 - Bill and Vicki Anderson are doing registration.
 - There are 85 reservations for the party.

2nd Vice-President: Bruce Zimmerman

- Nominating Committee
 - Bruce reported on club members he had approached for various BOD positions.
 - There was discussion about forming committees to work with club officers on their designated tasks.
 - Announcements could be made at Friday night socials to ask for members to work on committees.
 - Additionally, there is a place on the club membership form where new members can indicate their areas of interest; someone needs to be appointed to follow up on the information recorded on the membership forms, so we can connect the newly-joined member to the correct committee.
 - There are several committees as noted in the by-laws, which are not currently in existence as we re-start after the pandemic shut-down. These need to be revisited.
 - Friday, January 27 will be the annual meeting.
 - The Christmas party this coming Friday might be a good opportunity for the Nominating Committee to approach potential BOD candidates, as the club has members that come to parties, but do not attend Friday night socials.
 - By next Friday, December 16, we need to have a slate of candidates prepared.

- Dance Lessons
 - The importance of continuing to give the advanced dance lesson was noted.
 - Bruce will issue a schedule for dance lessons in January and February.

- Advertising and Promotion
 - Bruce contacted radio 104.9 FM "The Surf Classic Hits" to advertise on "On the Beach with Charlie Brown."
 - Bruce provided an advertising cost vs. return analysis on the above.
 - The commitment would be for three months.
 - The Board voted to go ahead with this.
 - There was discussion on contacting the county recreation department about events that they might be having, where we could come and demonstrate shag.

- Bill Anderson's articles in the local newspapers and magazines continue to be an important part of our promotional strategy.

2nd Draft of HHICSC "Policies and Procedures" document: Becky Elliott

- The following items were highlighted on the document presented at the last meeting:
 - Special Events - Seasonal Parties: The third sentence was softened to read ..."Events should not conflict with required annual ACSC meetings if possible."
 - 1st Vice-President: Write-up was expanded to cover "[organizing] 6 seasonal parties: Valentine's, St. Patrick's/Spring Fling, Re-Up, Welcome Back, Halloween, Christmas (on week nights, for best venue cost, to maintain Friday social dance schedule)."
 - 2nd Vice-President: Highlighted: "Always advertise and promote membership in our club. All proceeds go to HHICSC treasury."
 - 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..."
 - Highlight added to end of document: "Former officers of the club are available to answer questions and offer guidance upon request."
- The BOD approved adopting this document as HHICSC Suggested Guidelines (not Policies and Procedures).

Next BOD Meeting is scheduled for Wednesday, January 11 at 2:30.

Adjournment: The meeting was adjourned at 4:17 pm.