



HHICSC BOARD MEETING MINUTES MAY 31, 2023

**Attendees: Randy Davis, President
Johnny Cobb, 2nd Vice President
Cecil Brown, Treasurer
Nancy Eisenman, Secretary
Sheilah Davis, Social Committee
Becky Elliott, Historian**

The meeting was called to order by the president at 10:10 am. The minutes from the May 1, 2023 meeting were approved.

Treasurer's Report - Cecil Brown reported the existing balance in the Club's treasury is \$26,475.73. Other than Heinrichs Hall rent, only known upcoming expenses are the renewal of two insurance policies in July.

Cecil will try to meet with the newly formed Financial Committee in the next week.

**** There was some discussion regarding monetary donations made to the Club and a clarification they are allowed without being voted on by the Board, and are not to be restricted as to how they are used, but put in the general fund. This brought up the concern about having an adequate reserve should there be a large unexpected expense. An example being, a monetary penalty for the years that the Club was not registered with the Secretary of State. Although both Randy and Johnny were given verbal assurance that the penalty of \$6,000 would be forgiven, it was not in written form.**

In the absence of First Vice President Sharon Wilson, Sheilah Davis of the Social Committee reported on:

- **Re-Up/Cinco De Mayo Party**
 - **83 people attended**
 - **Phil Hall filled in for the booked disc jockey who was ill; therefore, the expected expense of \$300 did not have to be paid.**

**** After he Re-Up party, the member count was 111. (Fran Bollini and Sam Heidt maintain the list and it is available to the Board.) Assuming there are still others who want to renew their membership, announcements will be made at Friday night dances and membership forms will be made available at the Greeters' table. Becky Elliott suggested a way of reminding those who had not renewed their memberships. The names were divided among the Board members and they were contacted by phone and they had good results from that effort. , that was done in the past.**

- **Welcome Back Party -**
 - **Marriott has been booked for September 29, 2023**
 - **Theme is "Welcome Back to the 50's"**
 - **Invitation to Membership will go out in August 21, 2023 Newsletter**
 - **Reservations and payment to be sent to Sheilah Davis**
 - **Ticket price to be determined at the August Board meeting**

- **Winter Classic**
 - **Board approval of Flyer (add PayPal as option for payment)**
 - **Price of ticket is \$140 per person**
 - **Send reservations and checks to Becky Cobb**
 - **E-mail blast announcement to members in June 6th Newsletter**
 - **June 12th announcement to non-HHICSC members**
 - **Article including photos of Club members dancing to be in Local Life magazine**
 - **Announcement will be made at the dance, asking that people do not crowd around the exhibition dancers, to stay seated or stand around at the walls.**

**** Randy encouraged Board members to be sure to educate their volunteers for the jobs they will be doing for the Club. For greeters and closers, a check list should be provided and gone over with them.**

As we move forward, we are also reminded to encourage volunteerism, identify and concentrate efforts to provide good parties, with good music and a good dancing environment.

Johnny Cobb provided updates on the following:

- **Disc Jockeys – Currently have on the schedule through August, Steve Adair, Joy Atkinson, Phil Hall, Leigh Lawrence and Debbie Mazzuco. Charlie Greenway will no longer be available to be on the schedule, but would like to serve on occasion.**

Assistants will be available to help Debbie and Joy with their setups. After trying strobe lights one Friday night at Heinrichs Hall, they were found to be bothersome. Any lighting used in the future, will concentrate on stationary or up lighting.

- **Purchase of new computer to play music for Club activities - A new computer to replace the outdated and ineffective one has been purchased for \$750, \$250 under budget.**
- **The collection of three good playlists that are licensed and legally acquired is being pursued. This will assure that the Club's music will be in compliance with NFDA and US copyright laws. The playlist can be used by disc jockeys who do not have their own collection. The cost to the Club will be approximately \$150.**
- **Prepaid Social Dance Entrance Card - The Board approved moving forward with the use of a prepaid card for admission to the Friday night social dances. It will be the same size as a standard business card and will use a sticker with the club's logo applied to it at purchase for authentication. Greeters will punch the card with a supplied device to denote usage. The cost to print the cards and stickers and purchase a punch device is approximately \$60. The cards will be sold at a price of \$80 for twelve admissions . Cecil will amend the entrance table sign-in sheet to show when a member uses their card for admission and instruct the greeters on procedures for selling and accepting the cards.**

This would be a forever card and good for admission even if there would be a change to the fee. This will be managed by the Treasurer, but there will be no record keeping as to who has purchased a card or the number of uses. Therefore, if the card is lost, the card holder will not be reimbursed. This will be made clear at time of purchase. When these policies and procedures are drawn up and approved by the Board, the cards are to be printed and be sold to members only.

- **Hold Harmless Agreement – The Board has approved and adopted the use of a Waiver and Hold Harmless Agreement: prepared by Finger, Melnick, Brooks & LaBruce, P.A. in accordance with SC laws, at the cost of \$300, to mitigate the Club’s risk arising primarily from potential vendor damage claims. It is preferable that this Agreement replace any similar language presented by vendors in their contracts. The Agreement will need to be signed by any vendor contracted by the Club. If not in person, it can be sent by mail. Once signed by the vendor, a Club officer would countersign it and send a copy of the completed document back to the vendor. The document will then be placed in the Club’s permanent records repository by the Secretary.**

Old Business

- **Change of By-Laws to Pro-rate Membership**
 - **The Board proposes a decrease in membership dues for those joining after the first quarter, decreasing the payment on a quarterly basis (\$40, \$30, \$20, \$10)**
 - **Would be available to new members only**
 - **Any change to the By-Laws requires being voted on by HHICSC members.**
 - **Members need to be informed one month ahead of when and where a vote is to be taken.**
 - **Those present will comprise a quorum.**

(Randy will draft an announcement explaining the change and have it submitted in the Newsletter one month before a vote is to be taken on a Friday night at Heinrichs Hall.)

- **Use of Kitchen – Heinrichs Hall is not in favor of Club members using their kitchen. Therefore, it is necessary that the kitchen is off limits to all. A sign that says “Staff Only” will be put on the door by the greeters who are there when the Hall is first opened. At closing, it is to be removed and placed in the supply box.**

There being no further business, the meeting was adjourned at 11:45 a.m.

**** Denotes conversations that occurred after or before the category under which they appear..**