

Hanover Seaside Club

601 South Lumina Avenue
Wrightsville Beach, NC 28480

HSC
1898-2008
Wrightsville
Beach, NC



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Board of Directors Meeting
March 15, 2012

Attendance- Jean Lawler, Mike Lewis, Linda Tinga, Brad Walls, Tom Cheatham, Chris Furr, Duncan McFadyen, John Cockrum, and Sally Godwin. Elise Beall was absent.
Guests were Janet Warren, Henrietta Godwin, and Dan Hickman.

The meeting was called to order by Mike Lewis at 6:05pm.

Brad Walls moved we accept the agenda as written. Motion passed.

Approval of the Minutes- There was one correction from the last minutes. Under Managers Report it was requested that Mollene send the Board a P&L of all parties. Brad Walls moved we accept the minutes as revised. Motion carried.

Review Minutes of the Annual Meeting- Mike Lewis- This was tabled until the next meeting.

Manager's Report-Mike Lewis for Mollene Smith

1. The Assistant Managers hours were gone over for February and March.
2. Upgrade bedding on third floor was discussed. It felt that since we were buying new mattresses for the third floor that we get queen size mattresses to replace the double mattresses. The queen size beds will fit into all the rooms as the double beds did. Duncan McFadyen moved we go to queen size beds. Brad Walls seconded. Motion passed.
3. There have been complaints by a neighbor about the movie studio being in the gravel lot and the parking lot causing noise. The neighbor was referred to Town Hall.

Budget- Linda Tinga

1. Mail box location-After going into town for these three weeks, Linda Tinga moved the Hanover Seaside Club mail box be moved to 314 Lennon Dr. (the Dogwood Station). Brad Walls seconded. Motion passed.
2. Mollene Smith would like direct deposit for the employees pay check. Linda Tinga will pursue this option.
3. Cost Analysis sheets were gone over from February 14, - March 6, 2012. This was just meal costs no nonfood costs were added in. Discussion was held. Tom Cheatham moved that we make the assistant manager position an hourly position, for accountability reasons. Brad Walls seconded. Discussion was held. Mike Lewis called for the question. John Cockrum seconded. The motion was defeated - 3 in favor and 4 opposed. Chris Furr moved we stop the Tuesday night suppers for the non-season. Jean Lawler seconded. The motion carried with 6 for the motion.
4. Grady Windham sent us his statement for 28 hours for the work he has done. He has been working on our taxes. Mike Lewis stated that he went by and signed for an extension.
 - A. There still needs to be accounting procedures and cost control procedures instituted.
 - B. We need financial records to proceed with loan re-financing.

5. Brad Walls moved that we get information on a credit card system before the season starts and bring it back to the Board the next meeting. Tom Cheatham seconded. Motion passed.
6. John Cockrum talked about Point of Sale system. He made a motion to ask Evan Traywick to come to the next meeting to talk about the use of a POS and inventory system. Brad Walls seconded. Motion passed.
7. Report of members who have not paid- Report not available. Crystal Ahumato is sick and we don't have the report.
8. Insurance Premiums reports available. Attached to the minutes. Brad Walls moved we pay the \$1703.00 premium. Tom Cheatham seconded. Motion passed
9. The bonus pay will be given to the Manager and Assistant manager this week. The bonus figure is all math. It fills in the equation with numbers and comes up with the amount. This pay was put in the budget from last fiscal year as the old policy was followed.

Old Business:

1. Approve invoice for asbestos survey third floor and attic- Mike Lewis-Phoenix Enviro Corp found some asbestos when removing mold material. Their charge to remove the asbestos was \$1472.00. Duncan McFadyen moved we pay the current asbestos invoice from Phoenix Enviro Corp. Chris Furr seconded. Motion passed. Chris Furr moved that all invoices be paid out of capital improvements cost account. Duncan McFadyen seconded. Motion passed.
2. Mold Remediation Update-Duncan McFadyen and John Cockrum-The remediation should be completed in 10 days. The "put back" project, insulation, dry wall, and refinishing walls, needs to have a permit pulled for the Town of Wrightsville Beach. John Cockrum suggests a general contractor to oversee the "put back" work. Jean Lawler moved John Cockrum engage a general contractor to oversee the project. Brad Walls seconded. Motion passed. The project should be done by the end of April. John Cockrum will go by the accountant and get the permit check and go the Town of Wrightsville Beach and get the permit.
3. Annual Meeting follow-up actions-:
 - A. Insurance deductibles- Mike Lewis passed out the list of insurance deductibles that are attached to the minutes and put on the web site.
 - B. Review of Late Charges policy for dues paid after February 1. Discussion was held. Brad Walls moved we rescind the late charges on dues after February 1 thru May 1, starting in 2013. Tom Cheatham seconded. Motion passed.
4. Review Managers Job Description- Brad Walls- The job description was gone over with the Board. Several suggestions were made. John Cockrum moved we accept the job description as amended. Duncan McFadyen seconded. Motion passed.

New Business:

1. Authorize purchase for copier, printer, scanner, and fax machine and PC computer for the Club Manager-Mike Lewis-Discussion was held on the need of such a machine for the Manager to use for Club business. The next item of business was that Wilson Horton wants to buy the MAC computer from the Club that has been used for \$750.00. Discussion was held. Duncan McFadyen moved the Club sell the MAC computer to Wilson Horton for \$750.00. Then the Club purchases a PC and a multi-functional fax, printer, copier, scanner for \$1100.00. Chris Furr seconded. Motion passed with 6 for and 1 opposed.
2. Review of the Committee appointments- Mike Lewis had a list of members who were interested in serving on committees. The proposed list was gone over. It will be finished by the next meeting.
3. Party Policy- Brad Walls states the policy needs to be revised. The House committee will work on it.
4. Application of child of a member- Discussion was held. Jean Lawler moved we accept the child. Brad seconded. Motion passed.

Next meeting will be April 19, 2012 at 6:30pm at the Club.

There being no further business the meeting was adjourned at 8:30pm.

Sally Godwin, Recording Secretary