

HSC Board Meeting October 17, 2019
Meeting Minutes
Hanover Seaside Club 6:00 p.m.

1. The Oct 17 Board meeting was called to order at 6:00 PM by President Jan Sheppard. Members attending were Jan Sheppard, Armistead Boyd, Tom Cheatham, Dan Hickman, Mike Pridgen, Andrew Walden, and Janet Warren.
2. Adoptions of Agenda. The agenda was reviewed and adopted as presented.
3. Approval of Minutes from September 19, 2019 Board Meeting. After careful review and a couple of very minor changes, the minutes were accepted as amended. Tom Cheatham moved that we accept and Mike Pridgen seconded the motion. Motion passed.
4. Manager's Report. Victor Brown reported that food sales were up in September despite the brief hurricane closure, but that food sales were down slightly thus far into October. Group meeting/use of the Club is increasing. This week, the Club had a lunch meeting almost every day which is attributable to having a full time chef. Increasingly, there is competition for our facility as more and more members want to hold events at the Club. We have functions scheduled every week this Fall. There are remaining schedule challenges as we complete transitioning from old paper schedules to the electronic Jonas system. We have to have the on-line reservation module working soon. Scheduling will improve as we go forward into 2020. Room revenue peaked in Aug with approximately \$20,000 in gross room receipts but has dropped to only \$3500 for the first two weeks of October. We have cut housekeeping staff to only one person as a result of decreasing demand going into the Fall. Looking ahead, April 2020 is almost full and May is filling fast. Victor reported that we had two guests fall down on the front steps and that both incidents appear to have resulted from over-served/inebriated guests exiting the building. He also reported that there had been a theft of several kayaks. It was recommended that we improve security in that area by installing "Video Surveillance" signs on the dock and on the Kayak rack area. *It was noted later in the meeting that the Earney and Co Audit had recommended that the Manager's brief be standardized from a template/format provided by the Board. This remains incomplete on the Board's part.*
5. Secretary Treasurer's report. Dan Hickman. Dan reported that our Controller is recovering from a surgery and as a result the September P&L/Bal sheets were not available. CPA Donna Meacham will have them available for the Annual Meeting on Oct 26, 2019. Dan also reported that we had approx. \$22,000 in initiation fee income within the last 30 days. Excellent work by Janet Warren, Membership Chair had freed up room for four new members and that resulted in twenty thousand dollars income. Dan deferred the rest of his report to agenda item 7.
6. Committee Reports
 - a. Finance Committee – Deferred to item 7.
 - b. Operations Committee – No report.

- c. Facilities Committee – by Bo Wessell. The facilities committee has managed to stay under budget by deferring many projects into next year. Have been dealing with leaks, screens, rusty fans, etc. from around the building.
- d. Governance Committee – No report.
- e. Security Committee – Mike Pridgen reported that his year-end report complete and that the security guard was off except for special events such as large parties with alcohol/bars etc.
- f. Auxiliary Building Committee. Armistead Boyd reported that they had four builders ready to submit bids and had been contacted by five banks who were considering financing the rebuild of the 605 property. There is a challenge resulting from the site survey. The original side by side plan selected by the committee will not fit the lot.
- g. Membership. Janet Warren presented a very comprehensive membership report. At this point there are 274 names on the waiting list. She has completed the end of year membership report and presented a monthly report that brought in three 26 year-old children. Her reports were very detailed and the most comprehensive membership report in anyone’s memory.

7. Old Business: Prep for the annual meeting on Oct 26th almost complete. Dan Hickman covered the sign in process and how colored voting cards would be issued to members depending upon their classification. Regular 70, 75, and Life/Emeritus 80s will not be eligible to vote on the dues issue per the Constitution.

Members will receive a number of handout when they register include an

Agenda

Minutes from 605 Called Meeting

Decision options for raising fees/dues (Two Pages)

Balance Sheet for September

Ballot for elections of Board and Officers.

8. New Business: There was discussion regarding the theft of Kayaks and what might be done to improve security. A draft “Hold Harmless” form was considered to protect the Club from liability but no action was taken.

9. Executive Session. The Board went into executive session to discuss personnel and membership issues.

10. Return to Open Session. It was noted that no actions or votes were taken in closed session.

- a. Motion was made to accept three 26 year old children into the Club as seasonal members. Motion passed. Jennifer Godwin, Austin Davis, and Adrian Mckeown will be mailed letters and invoices welcoming them into our Club family.
- b. Motion was made to adjourn. Motion passed. The meeting was adjourned at 8:45 PM.

Respectfully,

Dan Hickman, Secretary-Treasurer, 2019