

HSC Board Meeting Minutes
November 4, 2019

1. **Call to Order:** President Jan Sheppard called meeting to order at 6:00pm. Present were Cher Pridgen; Clark Whitman; Mackey Hughes; Andrew Walden; Armistead Boyd and Elise Beall (by phone). Absent Ernie Alexander.
2. **Adoption of Agenda:** The agenda was adopted without change.
3. **Approval of Minutes from October 26, 2019 Annual Meeting:**
Initially postponed. After the Manager's report Armistead Boyd made a **Motion** to accept the Annual Meeting minutes as submitted seconded by Mackey Hughes. The motion passed by unanimous vote.
4. **President's comments:**
 - a. Welcome to new and returning Board Members

Handed out copies of following documents to Board members to review.

Constitution and Club rules

Constitution revisions that Gov. Committee developed 2 years ago.

Portion of Earney & Co report on internal controls (big report in office.) Please keep it there; please copy if you want to read it at home.

Security reports on cars in parking lot
 - b. President Sheppard ask the Directors to be thinking about renting 10 parking lot spaces to the Oceanic. A brief discussion followed. No action was taken.
 - c. Challenges this year
Spending –we must carefully watch our expenses throughout the year.
Jonas status - We have one year under our belt, going to schedule time with our installation guy to re-profile some things in the Jonas which has caused us some problems.
The web reservations piece for Rooms and Dining will soon be online. This will need training of staff and members alike to be used correctly.

Staffing changes -Jeff Grates (Bookkeeper) will be working a 40hr. workweek with Clark. Part of his time will be to cover during Victor's (Club Manager) day off. Need to figure out how to keep Melissa, Mindy, Stefan, etc.

Membership challenges - We still don't have all the Members surveys, which are needed for accurate Member profiles in the Jonas system.

We need to address the issue of Regular vs Seasonal member status as it came up during the Annual Members meeting.

Members want their children to be admitted into membership. The 'legacy' issue needs a resolution.

Facilities projects - There are some expensive projects in the Facilities plan and the Board will need to find a way to sell these and the associated costs to the membership.

Long range planning – need to develop a 3yr plan (gov)

5. Managers' Report – Victor Brown:

Need 20 more people per night... for dinner to be cost effective. Victor made several suggestions on how to increase attendance including:

Change menu perhaps order meals – have limited menu

People bring guests. Give Free meal for every 20 guests someone brings?

Kid-free nights?

Need 60 per night 3 nights a week to maintain profitable dining room

Parties are funding dining.

Elise Beall requested that Victor's future Club Manager's reports include the expenses along with the Revenue number for party events.

6. Secretary/Treasurers Report -- Clark Whitman

a. September financials were distributed

Clark committed to present a Sources and Uses of Funds report at future Board meetings.

b. October financials (not complete) with yearend steps it will be two to three weeks before closing

c. October's Balance sheet was showing approx. \$1000 petty cash. He stated the fund will be \$200 at end of year.

d. Clark pointed out that Seasonality makes a difference with regard to matching Revenue to Expenses. Clark will figure a way to spread the 2019/2020 Budget numbers to better match the Actual P&L through the coming year.

7. 605 Committee – Armistead Boyd

Next step with regard to lot line issue is to look at possible new plan which would fit on property as is.

Timing is becoming a major issue we would not want to finish construction next fall and begin making mortgage payments without the summer rents to offset.

Jan pointed out called meeting required for approval for financing & enter contract with builder

605 will work with Finance Committee on mortgage selection.

Armistead asked if other things could be handled at called meeting? Can 605 Committee word it to allow board to have the authority to take action on builder and mortgage decision?

Elise pointed out that a called member meeting can only address items on the Agenda which must be mailed at least 30 days in advance of meeting date.

Armistead stated the 605 committee would come back with a recommended date for the called meeting at next BOD meeting.

Clark asked if the 605 committee had any idea of construction time line? Armistead Replied that 605 has not gotten that specific.

8. Old Business: No old business

9. New Business:

a. Policy vote: Jan presented the reasoning to restructure committees to separate House and Social from Operations Committee. A **Motion** to separate House and Social committees from Operations was made by Armistead Boyd, seconded by Andrew Walden, the motion passed by unanimous vote.

b. Committee Assignments – Jan presented the committee assignments.

She announced that the Operations Committee will be co-chaired by Cher Pridgen and Elise Beall. The other assignments were discussed. (A list of all committees is attached to these minutes)

A **Motion** was made by Armistead Boyd to accept the committees as recommended, seconded by Mackey Hughes, the motion passed by unanimous vote.

- C. Iron man: Jan Sheppard advised she had been contacted by an Iron Man representative inquiring if the Club would rent the parking lot to the event next year. We had rented to them in 2018 for \$1200 but because of hurricane Florence the event was held in Oct. 2019, the Club honored our agreement without changing the price. After a lengthy discussion which raised such questions as: Do we have a copy of the contract? Call and see what was paid to Seapath for access? What does Iron Man charge people who do the race? What to rent parking lot for? What about liability insurance issues? Clark Whitman made a **Motion** to rent to the Iron Man organization the parking lot for \$2,500 per day and the dock for \$750 per day, seconded by Mackey Hughes. Armistead Boyd made an **Amendment Motion** to changing the dock rent price to \$1,000 per day which was seconded by Clark Whitman. A vote was taken on the amendment motion, it passed by unanimous vote. The **Amended Motion** was to rent to the Iron Man organization the parking lot for \$2,500 per day and the dock for \$1,000 per day. A vote was taken the motion passed by unanimously.
- d. Victor advised that he had been contacted by a film company that also wanted to rent the parking lot. Another debate was held. Victory was gather more information about the needs. The issue was tabled.
- e. Jan stated a need for new computers because Window 7 is no longer supported by Microsoft. Will need 3 new computers and 1 point of sale unit. She believes their cost is planned in the budget. Both Armistead Boyd and Mackey Hughes work for companies that provide laptops for no-profits. They will check with their respective employers to see if the Club qualifies to receive equipment.
10. Next meeting – Monday, December 2, 2019 at 5:30
11. The Board went into and came out of Executive Session.
11. Adjourn