

Hanover Seaside Club



founded in 1898

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DRAFT Minutes, Board of Director Meeting – June 13, 2016

Present: Beall, Lee, Collins, Godwin, Johnson, McFadyen. Absent: Cockrum, Walls, Wessell

			ITEM	Required Action	Responsible Party	Deadline
I			Adoption of Agenda Reformatted to place “Unpaid Dues Item” in Executive Session Reformatted agenda approved by voice vote.			
II			Approval of Minutes			
	A		April 23, 2016 Special Called Meeting Approved by voice vote	Post to DropBox	Lee	ASAP
	B		May 9, 2013 Approved by voice vote	Post to DropBox	Lee	ASAP
III			Reports of Officers			
	A		President – no report			
	B		Vice President – no report Beall reminded Board members of naming conventions in DropBox. A discussion ensued about possible information redundancy and streamlining of DropBox folders. The issue was referred to the officers of the Club for consideration and recommendation.	Confer re. DropBox and make recommendations regarding redundancy and streamlining	Officers	Prior to July BOD meeting
	C		Secretary-Treasurer			

		1	Updates Updates attached			
		2	ABC Permit Lee reported that he had received word on this date from Sally Blackmon of NC ABC commission that permit would be issued on 6/14/16.	Follow up and insure receipt	Lee	ASAP
		3	Correspondence Lee reported on placement of physical and digital suggestion boxes for communication with the Board. The items submitted through 6/10/16 were distributed.	Transmit additional submissions each Wednesday	Lee	Each Wednesday
IV			Committee Reports			
	A		Constitution – Brad Walls No report			
	B		Facilities – Bo Wessell Report attached			
	C		Finance – Steve Lee Report attached			
		1	Insurance Review Information Lee reported that the Finance Committee had convened a special sub-committee headed by Susan Collins to survey all club insurance policies, solicit quotations, and make recommendations for vendors	Convene committee	Collins and Whitman	ASAP
		2	May Financials Lee presented the May financials and highlighted various items Johnson asked about reporting income and expense changes as a result of DR menu changes. Lee answered that the normal monthly reports included income and expense totals, but custom reports could be created if desired. Reports and highlights attached			
	D		House – Elise Beall Report attached to Executive Session minutes			
	E		Membership – Francie Godwin No Report			

	F	<p>Operations/Management – Duncan McFadyen Report attached Report included a motion from committee for a Club directory. Lee amended the motion. Second by McFadyen. Discussion ensued. Amended motion approved by voice vote reads as follows: <i>The Operations and Management Committee is authorized by the Board to produce a directory to be handed out to all members of the HSC that will contain names, email addresses, and phone numbers as well as other information that pertains to the Club including a copy of the constitution, House Rules, policies, etc. if this project can be self-funded by sales of advertisements.</i></p>	Proceed with directory project	Operations and Management Committee	None
	G	<p>Social Activities – Ken Johnson No report Johnson presented the following motion on behalf of himself: <i>Since meals are no longer being served on Monday evenings, it is moved that Bingo be changed from Wednesday to Monday evening. This change would reduce stress on the kitchen staff (cleaning up the evening meal and setting up for Bingo) and allow Bingo to start at 7:00PM instead of 8:00PM which might be preferable to families with young children.</i> Discussion ensued. Motion passed by tallied vote. Yeas: Collins, Johnson, McFadyen. Neas: Godwin, Lee.</p>	Publicize changes	Social Activities Committee and Beall	ASAP
	H	<p>Policies Committee – Elise Beall Report attached</p>			
		<p>1 Motion to approve revision to Party Policy—First Reading Attached No second needed. Beall explained change in section regarding offseason parties in picnic area. Discussion ensued. Consensus was that changes were</p>			

			too limiting for off-season events in picnic area. Motion failed on voice vote and existing policy remains in effect. Abstentions: Godwin, Johnson. Neas: Collins, Lee, McFadyen			
		2	Motion to approve revision to Standing Committee Policy—First Reading Policy attached No second required Beall explained that revision added language to formalize the existence of the Policy committee. Discussion ensued. Motion passed unanimously. No second reading required. Revised policy is in effect	Promulgate policy	Policy Committee	ASAP
		3	Motion to approve Deadline for Policy Creation Motion attached No second required Beall explained that the motion and schedule would give us a framework and deadlines for completing urgently needed policies. Discussion ensued. Motion passed by voice vote.	Create policies Bird-dog Process	Designated Committees President Cockrum	Per schedule Per schedule
V			Unfinished Business			
	A		Bookkeeper Hiring Agreement – Steve Lee Motion from Finance Committee Attached No second required Lee presented the agreement and rationale for same. A discussion ensued. Consensus was that the provision guaranteeing a minimum number of hours was ambiguous, open-ended, and legally troublesome. Motion failed on voice vote.	Propose alternative	Lee	ASAP
	B		Bookkeeper Office – Steve Lee Motion from Secretary-Treasurer Lee introduced motion, history of issue, and the need for an interim solution to bookkeeper office space, given that any construction during the season would be problematic. Seconded by Godwin.	Purchase panels	Lee	ASAP

			Discussion ensued. Motion passed unanimously by voice vote.			
	C		Unpaid Dues – Steve Lee Motion from Secretary-Treasurer (Moved to Executive Session)			
	D		Combination Deed – Susan Collins Collins reported that the Combination Deed had been recorded. She transmitted the original documents to the Secretary-Treasurer for safekeeping. Board members congratulated her for her work.	Safekeep documents	Lee	ASAP
	E		Insurance Sub-Committee Collins called for affirmation from BOD for the work of this committee. Affirmation was unanimous.			
VI			New Business			
	A		Security for July 4th weekend - Elise Beall Beall posed the question of hiring off-duty officers as security on July 4 th . Consensus arose that the new suspension gate to the gravel parking lot would probably be sufficient to prevent non-member traffic. Beall was advised (by consensus) not to hire security.	None		
VII			Executive Session			
	A		Approval of 5/9/16 Executive Session Minutes Approved unanimously.	Post to DropBox	Lee	ASAP
	B		Board authorized action regarding Members with unpaid dues	As directed	Lee	ASAP
	C		Board authorized action regarding a Member that shoed willful disregard for rules	As directed	House Committee	ASAP
	D		Board approved two new members, both children of members and not having attained the age of 26: Kayleigh Edwards and Micah Tootoo.	Send welcome letter and bill	Lee	ASAP
VIII			Adjourn – Next Meeting July 11, 2016 4:30pm at off-sit location to be determined	Reserve location and announce same	Lee	ASAP

