

HSC Board Meeting Minutes
October 15, 2018
Hanover seaside Club 7pm

Members in attendance:

Eelco Tinga	Susan Collins	Tracy Meadows	Jan Sheppard
Mike Pridgen	Andrew Walden	Brad Walls	

6 guests including Pate Southerland from McGriff Insurance, 2 representatives from Paul David restoration, Donna and Victor

1. Eelco called the meeting to order at 7pm
2. Adoption of Agenda – **Motion by Tracy – second by Jan – all approved**

3. Hurricane Florence Review

Introduction of Guest, Pate Southerland with McGriff Insurance Services and Steve Provost from Paul Davis Restoration

-Pate discussed the insurance coverage and options. There is one policy for both buildings with a \$10,000 deductible per occurrence. Meaning we would need to spend \$10,000 all together before the insurance would kick in. The A Frame is covered for \$322,000 with an additional \$50,000 in contents. The Club building is covered for \$2.8 mil with an additional \$208,000 in contents. We do have loss of business(rent) coverage for both buildings. The A frame is zoned R2 – residential only.

4. Approval of Minutes from September 24th and August 13th. **Motion by Brad, second by Jan for 9/24. Motion by Susan, 2nd by Mark for 8/13. Both were approved by all.**

5. Managers' Report –

-Victor discussed various parties and events that are coming up at the club.

-Reported that 6 rooms on the 3rd floor are being used by members that were displaced from their homes from the hurricane.

-The Coastal Federation oyster roast and dedication ceremony is set for 10/28 at 4:30. We need to decide where to put the signs.

-Housekeeping – Victor is looking for a company to do the work. Should not be a club member's company.

-Recycling – Bill Rivenbark is no longer doing this. We have to take to City Ops.

-Victor asked if we could have members stay upstairs if the number of rooms is below the limit that has been set if the members are displaced. Yes.

6. Secretary/Treasurers Report-Tracy

7. Committee Reports

A. Finance Committee-Tracy

1. Budget Reports – Donna has budget numbers from Operations. Mark will get numbers to Donna for facilities. Finance will meet to approve all once compiled.
2. **Motion – from finance committee – to re-recommend compilation and tax return yearly by Earney. Add internal controls audit in 2020. Not Approved.**
3. Explained further that the addition of the Food Service Manager position will split the duties of the club manager. The Club Manager will handle: 3rd floor, parking, sound, custodial. The Food Service Manager will handle: wait staff, menus, food inventory.
4. **Motion – from finance committee – to change membership year to run concurrent with the Club fiscal year of 11/1-10/31. Dues will be billed by 9/1 and due 11/1. This will require a short year billing from Feb 2019 to Oct 31, 2019 to get to new billing year. Board approved to send to governance.**

B. Operations Committee-Brad

1. **Motion from committee – for new Food Service Manager full time position. Approved by board with 2 no votes.**
2. **Motion – by Brad, 2nd by Tracy to change bookkeeper position from reporting to Operations committee to reporting to Finance Committee. Approved.**

C. Facilities Committee-Mark

- Discussed the fence(in the parking lot by the arm) that was damaged. We have not received anything definite from the driver. We will repair the fence and send a bill to the driver's insurance company.

D. Governance Committee-Jan

- **Motion from committee – to remove room 109 from the room rental policy. Approved.**
- The committee will also need to remove this from the rules.
- Will work on agreed upon procedures from Earney.

8. Unfinished Business

9. New Business

A. Coastal Federation Function and Ceremony Oct. 28-5pm

10. Next Meeting November 19th

11. Executive session

12. Adjourn