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**Hanover Seaside Club Board Meeting Agenda (webinar)**

**May 27, 2020**

**6:00 PM**

1. Call to Order - President Jan Sheppard called the meeting to order at 6:00 PM. Present were Cher Pridgen, Ernie Alexander, Dan Harris, Elise Beall, Mackey Hughes, Andrew Walden and Armistead Boyd. Clark Whitman was present but unable to establish audio communication.

2. Adoption of Agenda - agenda approved.

3. Adoption of minutes (May 12 meeting) – deferred until at next meeting

4. Secretary-Treasurer report – No report due to Treasurer’s audio problem.

5. Old Business

6. New Business

7. Committee reports

a. Finance Committee - No report due to Treasurer’s audio problem

b. Social Committee

c. Facilities Committee – Dan Harris reported repairs have been done on the parking lot arm. He also made repairs to gutters on back side of building. Mulch needs to be spread & he will deliver in his trailer. Elise suggested we plan a work day, Ernie stated that with Phase II guidelines, we can have up to 25 to work. Armistead made a **Motion** that Dan schedule a work day to complete work needed. **Motion passed.**

d. Governance Committee – No report

e. Security Committee- Andrew plans to place an Ad for a new security guard on Indeed and Craigs List. Discussion was had concerning other duties for security guard to be included in interviews. All hope we can find someone as good as Danny.

f. 605 Committee- Armistead reported we have been making good progress. The committee voted to request bids from 3 builders, Stone Montgomery, Frank Lewis and Rich Waldkirch. 2 committee members with building experience are working on initial base specifications for the builders. Clark is reaching out to bankers to supply all information needed for finance package. He hopes to be ready for to schedule a meeting of the regular members to vote on plans and finance package by end of July, first of August. Ernie suggested the 605 Committee should schedule meeting with builders to help them understand HSC processes. Armistead agreed and said he had already given them a brief summary. Mackey asked how we would present finance piece at the meeting. Armistead said we will be asking for “financing up to 1.2 million up to market terms” from several lenders. Jan stated we will need to be ready for a lot of questions from members on projections for the rental market. Armistead will update his previous information from Intracoastal and Bryant Realty. Elise suggested Saturday, August 1 at 10:00 a.m. She will send this in the blog as a Save the Date. We can move this date out if needed. If Covid-19 restrictions still require, we can move meeting outside and use porches and volley ball court. Motion made & passed for August 1 meeting.

g. Covid-19 – Ernie began by stating Phase II cases have begun to flatten in U.S. but are still rising in N.C. Hopefully cases will begin to diminish and the Governor will move to Phase III by June 22. In the meantime, his committee is preparing an Emergency Plan for the Club in case someone should have Covid ~~systems~~ symptoms while visiting or staying at the Club. His committee is looking, learning and adjusting as we move forward while continuing to follow Best Practices. His committee is prepared to meet each week during the summer and will review rules established for guests staying in 3rd floor and eating in the dining room each week and will adjust if needed. A **Motion** was made to accept the Covid-19 report as read, if changes need to be made going forward, his committee will bring to board to review. **Motion passed.** We thanked Ernie and his committee for all their hard work and for giving us such a thorough and well thought plan for us to follow and to show members we doing our best to always follow best practices.

h. Operations Committee/House Committee- Elise will post on blog to open rooms available on the third floor to guests of members. They would be required to have health screenings each day & will be asked to leave if they fail to follow protocols. Garrett and other staff members have asked for guidance on how to deal with members who are breaking rules of the club. We need a statement for staff on disciplinary action for rule infractions. This needs to be done quickly as we are having serious problems with security. The proposed Disciplinary Plan is as follows:

* First offense – Personal phone call from the manager – verbal reprimand.
* Second offense – Letter from the House Committee Chair noting the reported offense and stating that if there is a third offense of any type, disciplinary action up to and including a fine or suspension of membership could occur.
* Third offense – Membership suspended. Member not allowed to use Club facilities for 7 days
* Fourth offense – Membership suspended. Member not allowed to use Club facilities for 30 days plus a $100 fine.
* Fifth offense – Membership suspended for the remainder of the fiscal year (October 31)
* Final offense –If member/family member comes onto Club property while suspended, membership will be terminated.

Armistead made a **Motion** to accept as written. Vote was taken and **Motion passed**. Mackey and the Governance committee will review and formally pass at a later date. ~~She~~  Elise also discussed allowing families with a third car to obtain a guest pass to park. Usually the third car is driven by a teenager and he should not be bringing guests while Covid-19 protocols are in effect. A **Motion** was made to allow member cars with no sticker to obtain a parking pass on WEEKDAYS, not weekend days. The driver must show ID to get the pass. The parent’s membership status will be checked. No non-member guests are allowed to come with this driver. **Motion passed.**

8. Date for next meeting – June 10 at 6:00.

9. Adjourn Regular Session

10. Executive Session Summary - Samuel Holdsworth, child of a member, was presented for membership and voted in by BOD.

11. Adjourn Meeting- Meeting was adjourned.

Respectfully submitted,

Clark Whitman

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Secretary/Treasurer