

# Swing 'n' Country Board Meeting

April 22, 2013

Meeting was called to order at 7:20 p.m..

Present: Jerry Kieras, Don Moeller, Rich Cooper, Deborah Sitter, Ingrid Dubman, Suzanne Saxer, Leah Noparstak, Marcia Emmett, Susie Kaplan, Reike Moskal and Gary LaForte.

Absent: Karen Saunders

Email Motions:

- ❖ On April 3<sup>rd</sup>, 2013, Jerry motioned/Deborah seconded that we participate in the marketing/community service venture by placing a quarter page advertisement in Marina Moeller's high school play brochure. **Motion** was not unanimous but **passed**. Seven (7) yes and Two (2) abstained.

Mission Statement was read by Reike Moskal.

**Member Presentations** - None

## **President's Report**

- ❖ Jerry welcomed the new board members and advised to all that we work together.
- ❖ We went around the table as each board member stated their goals and objectives for the year ahead along with possible achievements for the club.
- ❖ A preliminary committee list has been prepared and awaits the final additions to the committees by all board members.
- ❖ Training will be held at Ingrid's house on Sunday, May 5<sup>th</sup>, 2013 for new board members to learn the club's tracking spreadsheet (Excel training). **Leah and Jerry** will provide the training.

## **Treasurer's Report**

- ❖ February and March's reports have not been completed and balanced. There are large discrepancies with Dance Camp's deposits compared to the World Dance Registry, leaving approximately a \$1,000.00 difference. After Swing Dance America, **Rich and Leah** will get together and work on the difference.
- ❖ QuickBooks conversion has not been completed. **Rich** will bring the laptop to our May dance and **Leah** will take a look at it.
- ❖ Individual committee budgets are not completed. **Rich** will email them to the board by May 1, 2013.
- ❖ Once the individual committee budgets have been completed and reviewed, the annual budget still needs to be approved.

## **Secretary's Report**

- ❖ **Rich** moved/Leah seconded that we accept the March report. Vote was unanimous. **Motion passed.**

## Committee Reports

### Hospitality

<b>HOSPITALITY REPORT</b>			
<b>April 5, 2013</b>	<b>107 Attendees</b>	<b>\$44.73 Spent</b>	<b>\$.42 Per Person</b>

- ❖ It has been Karen's pleasure to serve on the SNC Board and to head the hospitality Committee. She wishes the new Board the best of luck! Long live Swing'n'Country!

### Operations

- ❖ Our 2013 election was held with the committee consisting of: Marla Rohlfing, Marlene Kenney and Jerry Kieras. The committee validated and counted the ballots. The board of directors was notified via email of the election results and of each candidate's status. On Saturday, March 23<sup>rd</sup>, 2013, the election results were sent to Judi Troemel and Roger Peterson for publication on Facebook, Constant Contact and the website.

### Happenings

- ❖ Gary will contact Judi regarding being the new emergency back-up person for Happenings.
- ❖ Judi has reported that Facebook is soaring as a method where people can get information. Constant Contact states that 48% of those reading newsletters will also visit the group's Facebook page. Judi also explained the difference between E-letters and Facebook. Thank you Judi!
- ❖ Happenings received Constant Contact's All Star Award given to 10% of their clients. The award is given to those who achieve a consistently higher-than-average number of opens for 12 months. (Jan. thru Dec. 2012).

### Marketing

- ❖ Leah will continue to do our flyers.

### Education

- ❖ Wednesday lessons for the month of March were well attended and very enjoyable!
- ❖ Carey Schug has been recording the lessons and is ready to distribute or mail last month's lesson CD's. Thank you Carey!

### Archive Report

- ❖ As a background to our new board members, Roger maintains the extensive archive of history, photos, flyers, Dance Camp data, copies of the website, all Happenings and more. There are two (2) copies on USB hard drives, both of which are physically in Roger's possession.
- ❖ Roger updates the archive as items are sent to him. The back-up copy of the archive is done infrequently with the most recent one done at the end of December 2012. Thank you Roger!

### Membership

- ❖ Our total membership is 228.

### Website Report

- ❖ Also as a background to our new board members, Roger maintains the website. Jerry is the back-up with all of the login information and passwords. Roger keeps the website report cumulative. The hosting costs approximately \$140.00 per year which is payable early in the year. We are paid up thru the end of 2013.
- ❖ The most recent total website back-up was done December 29, 2012. The website is updated regularly with Jerry, Leah and others reviewing Roger's input for omissions and errors.

### Life Membership Committee

- ❖ Leah will get together some criteria by May 1st to induct a new candidate as a Life Member of the club. Our current Life Members are as follows: Ingrid Dubman, Howard Dubman, Julie Hein, Warren Benes, and Cal and Kathy Walker, the original founders of SNC, along with Merry Chapman and Stephanie Kusibab.

### Volunteers

- ❖ We currently have twelve (12) members signed up for the service of volunteering to help take-down after a dance. Those of you who always say YES to my email request are "PRICELESS GEMS"! You know who you are!

### For the Good of the Club

- ❖ Jerry comprised an extensive list of actions needed for the club. Some of the items that were discussed included the following:
  - Leah will check to see if we still have survey monkey.
  - The storage locker needs to be cleaned out. Don will make a list of unused items by our June meeting.
  - Ingrid will check our Post Office Box weekly.
  - Wednesday classes are going to be extended to provide practice time. 7:30 p.m. to 8:20 p.m. will be the lesson with 5 minutes for the video and 10 minutes for practice. 8:35 p.m. to 9:25 p.m. will be the lesson with 5 minutes for the video and a few songs for practice. Ingrid will check with the instructors and modify the contracts.
  - The Danzappalooza dance event sponsored by Alfred and Ralph Dahma will be discussed thru email so negotiations can be made for the club's participation at the event.
  - We discussed the need for an Emergency Music venue in case of weather or other calamities. Leah motioned/Susie seconded that all three (3) DJ's will be asked to submit 1 hour of music based on our approved rotation and beats per minute. Each DJ will receive \$20.00. Motion carried unanimously. The Music Committee will make the request to the DJ's.

Next meeting is May 20, 2013.

### Adjournment

Leah moved and Marcia seconded that the meeting be adjourned at 10:05 p.m.. Vote was unanimous. Motion carried.

Respectively submitted,

Deborah E. Sitter