

Swing 'n' Country Board Meeting

October 27, 2014

Meeting was called to order at 7:12 pm

Present: Don Moeller, Rich Cooper, Susie Kaplan, Leah Noparstak (by telephone), Reike Moskal, Gary LaForte, Marcia Emmett, Ingrid Dubman, and Susan Higgins

Mission Statement was read by Marcia

Member Presentations – None

President's Report

- The week was a blur, apologies from Rich

Treasurer's Report

- Gary presented the Profit/Loss data. January through September 2014 has been a strong year compared to 2013. The addition of the second dance each month has contributed. The Wednesday lessons have provided \$3000 of income. Membership is down when compared to 2013.
- Gary will present an activity based cost report of expenses at the next board meeting.
 - Please find the Profit & Loss and the Balance Sheet for September 2014 attached.
 - Don motioned/Reike seconded that we accept the September Treasurer's Report. Vote unanimous – motion passed.

Secretary's Report

- Marcia motioned/Reike seconded that we accept the September Secretary's report.

Committee Reports

Hospitality

- The donation boot continues to assist in funding treats.

Dance Camp Chicago

- The budget is complete and will be sent via email for discussion.
- Leah continue to work on ACH charges and Dance Registry charges.
- Dance Camp Chicago has been accepted to participate in the 2 Step tour. The information is on the Dance Camp Chicago and Two Step Tour Facebook pages now.

Operations

- The response to the state of the club letter was discussed. Response was very light. Bob and Jan Kohm offered to help if they can around their very busy work/travel schedule.
- Staffing at the Wed lessons was discussed. It was decided that a monthly commitment is not necessary. Board members can sign up for individual spots. The staffing sheet will be modified to reflect this decision.
- Paper tracking will be utilized during registration with data entry into the computer to be completed later.
- Membership lists will be printed and located in the cashbox.
- Online cloud storage (such as Dropbox) should be utilized so the computer itself does not need to be transported between members.

Happenings

- Rich has offered to ask Judi about her proofreaders and deadlines to ascertain when board items need to be given to her for timely Happenings releases.

Marketing – No report

Education

- Committee will meet to create dates of dances/lessons/and staff to teach at lessons.
- Nov 7th will be Veteran's Day dance - Veterans will get in to the dance for free (lessons will still need to be paid for).
- Nov 21st will be Toys for Tots Dance
- A big thanks to Alex Arteaga for a very well received Cha Cha lesson.

Archive Report

- The archive is missing the financial data including copies of the QuickBooks working files and the lesson spreadsheet for more than six months. Gary to speak with Roger regarding what he needs to accomplish this.
- I have the club external hard drive and will update it as soon as the missing financial data is provided. This has been a delinquent item for a very long time.

Website Report

- Thank you to board members (Susie especially) who have been keeping an eye on the web site and reminding me of needed updates.
- Hopefully the feedback form on the web site goes to the correct folks. A check was done 10/26/14
- Susan Higgins was added to the "officer's page". I noticed just today that I had neglected to upload her photo - It is now there. Apologies, Susan.
- The "board" and "boardplus" email addresses have been updated per recent board changes. I have been informed that Marcia does not

receive emails from the “board” address. I have checked at my end and everything seems okay - Don't know what else I can do.

- Leah has sent initial DCC material for the web site. I have updated per her request. Please let me know of errors and omissions.
- Susie to send Roger new committee lists.

Special Events (Holiday Dance)

- The menu is completed. Leah will send the flyer to Roger and Judi.
- There will be three raffle prizes.

NEW BUSINESS

- Karen Saunders has volunteered to re-join the SNC board. Reike motioned/Ingrid seconded to approve Karen. Welcome Karen!!!
- Roger will need to update the board and boardplus email lists.
- Ingrid, Marcia, and Roger will complete an Audit for January through December 2014.
- Don suggested providing dance demonstrations to local high schools and colleges as a way to find new members.

Future meeting dates: Nov 17 and Dec 15

Adjournment

Don motioned and Rich seconded that the meeting be adjourned at 9:02 pm. Vote was unanimous - Motion carried.

Respectively submitted,
Susie Kaplan

Email Motions from Education Committee on November 7th

1. Ingrid motioned and Leah seconded to add Alex Arteaga to our roster of approved instructors. **Motion passed on November 10th**
2. Ingrid motioned and Marcia seconded to finalize 2015 dates for lessons and dances. **Motion passed on November 10th**