

## Swing N Country Board Meeting Minutes

Monday, November 16, 2009

Present: Ann Clark, Rich Cooper, Bill Dortch, Marcia Emmett, Jerry Kieras, Leah Noparstak, Roger Peterson, Susie Kaplan, Judi Troemel, Don Moeller.  
Absent: Tobi Oberman  
Guests: None

Meeting was called to order at 7:01 pm by President, Roger Peterson.  
Mission Statement read by: Jerry Kieras

### **President's Report:**

**Next Board Meeting** is scheduled for December 14, 2009.

**Budget Meeting for 2010** is scheduled for November 30 (Time and Place TBA)

**Tax Exempt Status:** An email had been sent by Roger on November 13 listing all items we needed to obtain this status:

1. Description of our Club including reduced fees for financially needy.
2. Articles of Incorporation (secured by Roger by going downtown Chicago on Nov 16)
3. Copy of bylaws showing a provision for waiver of fees for those in financial difficulty.
4. Copy of letter from IRS giving federal tax exemption (Rich has found in box of documents from former treasurer, Tina.)
5. Recent Financial Statement (Rich will supply)
6. Tri-fold brochure showing what our organization does and how it works. (Jerry will supply)

Discussion: Should we have legal review once the above is collected? There are names of lawyers listed in the Community Economic Law Project in the Guidelines for Sales Tax Exemption for Not for Profit Organization. These would be lawyers in this field. The narrative describing our Club (Item 1 above and written by Roger) was reviewed. Discussion on providing admission to dances to those in financial need was had. It is felt by some that volunteering, such as Dance Angels, could fill this requirement.

### **Action Items:**

- Roger will search for an attorney. If the cost is excessive the Club may act on its own.
- Don Moeller will check with his church lawyer to see if he is familiar with groups such as ours as he just finished the non-for-profit process for a group of churches.
- Jerry will get the tri-fold brochure to Roger. He stated he was waiting on software.

- Roger will re-write the “Narrative for Tax Exempt Status” to include volunteering as a means of providing free or reduced admission.

**Reduction of Non-Member Admittance to Dance** was discussed. Jerry feels we should drop our non-member admission to dances from \$12 to \$10. Discussion: Do we think this price is scaring people away? Do we think the higher price actually makes new people want to become members? A motion was made that we reduce the fee to ten dollars for non-members. Susie seconded the motion. **Motion passed.** (Voted Yes: Roger, Leah, Rich, Marcia, Jerry, Don, Jerry and Tobi via phone. Voted No: Bill. Abstained: Judi and Ann). The pricing change will take place January 1, 2010.

**Single Date Renewal:** The St. Louis Rebels plan was read to the Board as a model for implementation. They are prorating membership fees in quarters. The Board agreed Swing N Country’s single-date-renewal start up will be September 1, 2010.

**Action Item:** Leah will color-code member names according to quarters and put a cheat sheet at the front desk. She will also put together a business plan to include specific fees charged to members at each quarterly point.

**ASCAP:** The required payment to this organization was brought to a vote and **unanimously approved.** Rich was quoted huge amounts of fees by FastDance (an umbrella group covering music rights). These fees were different than the information Roger found on their web site. The fees are member based. Per Leah, our active membership is currently at 290.

**Action Item:** Rich will dig further into FastDance to determine exact fees.

**Video Summaries:** Lees Larson had asked for copies of 17 old videos. This request prompted the idea that this might be a great way of making money for the Club. The Board agreed that \$10 per month for past videos, when a person has not attended, would be a fair price. The quality of past videos will have no affect on the pricing. The fund raiser idea was tabled for another board meeting. Roger will bring a large light to tomorrow’s lesson to see if this makes the videos become clearer. Putting the lessons on YouTube would require permission from the instructors.

**SNC Officer and Committee Reports: (Listed alphabetically)**

**Dance Camp Chicago:** (Leah, Chair) Julie, Tobi, Roger, Susie, Don

Leah has been unsuccessful in contacting Carlos in getting the on-line payment set up for DCC. As this is voluntary on Carlos’s part, Roger wants to acknowledge the work that Carlos is doing for us. There a few DCC buttons on

the web site that are currently not working. Alfred was able to get 2500 copies of the DCC flyer for \$150 by utilizing a referral by Maren Oslac.

The DCC T-Shirt project is under control with Julie Hein picking up the items tonight right here at the Spaghetti Factory and bringing them over for silk-screening.

**Dance Angels:** Per Susie, those that cannot Two Step can still be asked to be Dance Angels. Their job is just make newbies feel comfortable as the goal is to get people on to the floor, not necessarily have them dance well. The suggestion was made by Roger to introduce first-time-to-the-dance folks at the same time we introduce Dance Angels. Susie requested more Board involvement in the first hour of each dance.

There had been a complaint by a female at the November 6 dance that she was not asked to dance all night and once was told “No” when she did the asking. Her tearful conversation was with JoAnne who manages the facility from downstairs. Judi commented that those who want to dance need to provide a look of openness to invitation. They can’t be sitting in a chair with their arms folded tightly across their chests looking like they want to be left alone. Roger stated he would talk to JoAnne and if there is not a confidentiality factor involved, will talk to the person with the complaint.

**Education:** (Tobi, Chair) Penny and Jerry.  
Tobi absent.

**Happenings:** (Judi, Chair) Julie and Bill.

The existing format of *Happenings* will be brought over to Constant Contact looking as close to the current MS Word layout as possible. Con/Con is all about being streamlined; therefore look for gradual changes as the year progresses.

The Veteran’s Day Reminder to show gratitude and respect, without promoting anything, brought in six positive responses from readers. Judi commented that not having something “special” for our vets at the November 11<sup>th</sup> dance was a missed opportunity. We need to keep this in mind for 2010.

As Con/Con allows for a total of five people to forward a document for review, it was suggested by Judi that we include the Board Officers and the Happenings committee. We could still have the entire board review the document through multiple forwards. Currently it is the same few that review and comment on the draft.

There’s no “insert comment” function within the Con/Con document as in MS Word; therefore suggested changes will need to be typed out in an email.

A 2010 budget was submitted for review prior to the budget meeting scheduled for Nov. 30.

**Hospitality:** (Ann, Chair) with Susie Kaplan, Marcia Emmett, Sandy Woodbury, Linda Paige.

Nothing new to report. A 2010 budget was submitted for review prior to budget meeting scheduled for Nov. 30.

**Marketing:** Jerry Kieras (Chair) Roger, Judi, Susie members.

A proposal by Jerry for a Wear-Your-SNC-T-Shirt-At-Other-Dance-Places Contest was distributed to the Board and is attached to these minutes.

Suggestions for change:

- Define that contestants cannot count wearing shirts at SNC events.
- Change wording from wearing SNC shirts to SNC shirts and Dance Camp Shirts.
- Under Rules: Leave not responsible if DCC is cancelled. (Period, no further explanation is necessary).
- Change pictures to be returned to pictures will not be returned.
- Discussion on the minimum number of photos required for each level of prizes was lively. Most felt that wearing a t-shirt 40 x a year was excessive even for the Grand Prize. The opinion was we reduce the minimum or have no minimum at all. A raise-of-hands opinion was taken. Results: Seven voted for no minimum and three votes for a minimum of twelve.
- Photo's can be sent electronically or delivered hard copy to Jerry. Photos need to be given to Jerry within four weeks of wearing the t-shirt.

A 2010 budget was submitted for review prior to Nov 30 meeting.

**Action Item:** Jerry will revise the T-Shirt Contest rules as above and send to all board members via email. Other items: Tri-fold describing our Club needed for the Tax Exempt Status submission: Waiting for software that is ordered. Poster: Still working on design. Pink Cards: Not yet done. Contact teachers to donate 30-minute lesson as prize: Jerry will ask Tobi's help in this.

**Music:** Leah (Chair), Roger, Rich, Susie, Ann, Jerry, Ron Oberman – members.

Nothing new to report.

**Operations:** Leah (Chair), Roger – member.

The Allen wrench to adjust the height of the speakers is missing. Bill D. will supply one.

**Secretary's Report:**

Motion was made to approve the minutes as corrected and was **unanimously approved.**

**Special Events:** December Holiday Dinner: Leah, Tobi and Julie.  
Holiday Dinner reservations are coming in quickly. Leah is very happy about this. We're thinking this is partly due to the short *blasts* currently being sent by *Happenings*.

**Treasurer's Report:** Rich (Chair)  
A CD for \$11,000 was closed and transferred to our checking account. A small profit was made this month. We will have enough money to cover Dance Camp. Roger asked that we not vote on the submitted Treasurer's Report but rather vote on it at the Budget Meeting scheduled for November 30. Place and Time TBA.

**Web Site:** Roger (Chair)  
Dance Camp web site is online and mostly complete. Roger is awaiting some information. Roger asked that everyone take a look at the web site from time to time looking for errors and omissions. A 2010 budget was submitted for review prior to Nov 30 meeting.

**Adjournment:** Many motioned and many seconded for adjournment at 9:57 pm.  
**Motion unanimously passed.**

Respectfully submitted,

Judi Troemel, Secretary  
November 17, 2009

Attachments:  
Treasurer's Monthly Report, Happenings Monthly Report.  
2010 Budget Reports for Happenings, Hospitality, Marketing, and Web Site.  
Jerry Kieras SNC T-Shirt Contest Proposal.