

## Swing 'n' Country Board Minutes December 20, 2010

Meeting was called to order at 7:20 pm.

Present: Rich Cooper, Ingrid Dubman, Julie Hein, Jerry Kieras, Leah Noparstak, Deborah Sitter

Absent: Don Moeller, Karen Saunders

### Secretary's Report (Minutes)

- Correction: Leah Noparstak was present for the October meeting. (duh)
- Jerry moved/Ingrid seconded that the minutes be approved as corrected. Vote was unanimous. **Motion passed.**

### Treasurer's Report

- October
  - Julie moved/Deborah seconded that the report be approved. Vote was unanimous. **Motion passed.**
- November
  - In preparation for DCC, a CD for \$10,000 was rolled over, and about \$5000 was kept in the checking account
  - Deborah moved/Jerry seconded that the report be approved. Vote was unanimous. **Motion passed.**

### Dance Camp Chicago

- Budget was submitted.
- Mailing is ready to go out during the last weekend of December.
- **Karen** is working on making a recommendation for the Saturday buffet catering.
- There was a discussion about banking issues with regard to pre-registration/on-site registration monies. **Leah** will check with Doug/John and Rich to see what will work best.
- Job descriptions are being created

### Happenings

- New: Am experiencing great difficulty with font sizes changing without direction. In the Constant Contact blog, this appears to be a common problem to many. Their customer service is unable to resolve.
- **Old: Still need someone who can proof read the monthly e-letter.**
- **Old: Has the board discussed joining the emergence of social networking... i.e. Twitter, Facebook, LinkedIn?**
- Dance Camp blasts have been going out and are well received

### Website

- Board meeting minutes through **August 2010** are on the web site. Are more recent minutes available? I have searched my computer quite thoroughly and cannot find anything more recent. Please send board minutes to me as soon as they are available.
- **Video of Jeff and Maren** dancing Two Step at the November 1, 2010 dance is on the web site. Thanks to Bill Dortch for taking the video.
- New **photo of Angie Cameron** was received and is now being used on the web site.
- In general, the **instructor bios** are probably out of date. Some, however, have recently been updated. Please poke the instructors to take a look at the web site and update as appropriate.
- Ingrid pointed out that the **committees** listed on the web site are out of date. I have corrected per Ingrid's notes. Please take a look and get updated information to me.

- The **Dance Camp web site** is, except for the registration form and flyer is pretty much out of date. Someone please tell me what you'd like to show on the web site. I am NOT in the loop on this and cannot update the DCC web site without more information.
- What is the plan for **online registration** for dance camp? Online registration is not a 1 hour task. If there is something I need to do, I'll need to know very early.
- The dance and lesson schedule is posted on the "schedule page" for all of the dates that I know of. **Please check for accuracy.**
- I have created a "web site facts" document with information needed for someone else if I should be run over by a truck. This file is in the SNC Archive directory on my external hard drive. This file should probably reside with the SNC officers but should be carefully guarded since someone could ruin our web site using the passwords it contains.
- *Please check at least the home page of the web site regularly for accuracy and for missing items.*
- **All board members**: please look at website and give Roger immediate feedback
- **Leah** to get Roger Deb Sitter's e-mail address (or verify that she gave it to him already).

#### Marketing

- Shirts have been selected for sale. Pricing currently for a shipment of 12. These will be given to the board to wear at dances and to display samples for purchase.
- No entries for the third quarter t-shirt contest. Seems we did not aggressively advertise the contest, and publicly announce the winners enough.
- At the January 7 dance, all remaining t-shirts will be placed on a table with a sign "Take One" **Deborah**

#### Operations

- The mixer was repaired. It was not a cable problem but a bad component in the power supply.
  - Don Moeller made new power cables for the speaker that are closer to the correct length and are black in color to be less noticeable.
- Ingrid has been given the twinkle light from the storage locker for use at the holiday dance.
- **All board members**: please respond to Jerry (yes or no) in a timely way regarding availability to work at dances/lessons
- The storage locker will be cleaned up in January. **Jerry** will propose three dates. All are welcome to join this effort in a space that is heated.

#### Lifetime Membership

- Julie moved/Deborah seconded that Merry Chapman be awarded lifetime membership. Vote was unanimous. **Motion passed.**
- Julie moved/Deborah seconded that Stephanie Kusibab be awarded lifetime membership. Vote was unanimous. **Motion passed.**
- Lifetime Membership committee
  - Roger, Julie, Ingrid
  - All Inductees will be invited to serve on this committee
- Guidelines
  - Number of nominees is not limited; number of inductees is limited to three per year
  - Annual list of nominees is requested by the September board meeting
  - Induction will occur at the December Holiday Dinner Dance. (Exception: 2010's inductees will be honored at Dance Camp.)

## Hospitality

Date of Dance	# In Attendance	Expenses	Cost per person
11/5/2010	120	\$80.00	
11/19/2010	120	\$57.05	
	240	137.05	\$0.57

- Budget for hospitality is drawn from two accounts, monitored annually
  - Food/water (\$65/dance generally; \$1370 annually) from Hospitality budget
    - \$130/month: Jan, Apr, May, June, Sept, Oct, Nov, Dec
    - \$65/month: Feb, Mar
    - \$100/month: July, Aug
  - Dry goods (\$ as needed) from General Dance Supplies
- Karen is encouraged to provide food within budget, with the understanding that this is a snack, not a meal.

## Education

- Alisa Winkler will be asked to teach another Friday lesson
- Leah will re-send Mayl's WCS syllabus to board member for their consideration in adopting it (with Mayl's permission)

## Music:

- Leah needs to get the disk from April to board to listen to.

## 2011 Budget

- Correction of typos in hall rental and lesson expenses were noted
- Marketing
  - add duplicating expenses of \$180/year
  - add advertising expenses of \$500/year
- Election expenses – re-insert, in case there is a contested election in 2011
- DVD production – add \$20 to re-supply mailing envelopes
- Dance Camp – note monies on deposit
  - \$500 floor rental
  - \$2000 Waterford

Next Meeting: Thursday, January 27 or Monday, January 31. Leah will check with Don and Karen to see which date is more convenient.

Julie moved/ All seconded that meeting be adjourned at 10:27 pm. Vote was unanimous. Cheers ensued. (Whether these were due to the adjournment of the meeting or to the Bears' crushing victory over the Vikings could not be determined.)

Respectfully submitted,

Julie Hein  
Secretary

### Action Items:

#### Leah

- Leah to get Roger Deb Sitter's e-mail address (or verify that she gave it to him already).
- There was a discussion about banking issues with regard to pre-registration/on-site registration monies. Leah will check with Doug/John and Rich to see what will work best.
- Leah will re-send Mayl's WCS syllabus to board member for their consideration in adopting it (with Mayl's permission)
- Next Meeting: Thursday, January 27 or Monday, January 31. Leah will check with Don and Karen to see which date is more convenient.

#### Jerry

- The storage locker will be cleaned up in January. Jerry will propose three dates. All are welcome to join this effort in a space that is heated.

#### Deborah

- At the January 7 dance, all remaining t-shirts will be placed on a table with a sign "Take One" Deborah

#### Karen

- DCC: Karen is working on making a recommendation for the Saturday buffet catering.

#### All

- All board members: please look at website and give Roger immediate feedback
- All board members: please respond to Jerry (yes or no) in a timely way regarding availability to work at dances/lessons