

Swing'n'Country Board Meeting Minutes

Monday, July 20, 2009

Present: Ann Clark, Rich Cooper, Bill Dortch, Leah Noparstak, Roger Peterson, Kathy Poppke, Judi Troemel, Susie Kaplan, Jerry Kieras
Absent: Don Moeller
Guests: None

Meeting was called to order at 7:20m by President Roger. Kathy read the Mission Statement.

President's Report:

- Next Board Meeting will be rescheduled for August 10 due to conflict of the multi-club showing of the movie *Love n'Dancing*. (The Secretary will be unable to attend due to a previously booked Alaskan cruise as a gift from her Dad. Ann Clark volunteered to serve as Secretary.)
- **Action item:** We can act now on life member requirements. This will be handled via e-mail discussion.
- Eleventh Board Member. Marcia Emmett has stated a desire to become Swing 'n' Country's 11th Board Member. Roger moved that Marcia be appointed, Jerry seconded. **Motion passed unanimously.**
Action item: Susie will notify Marcia.
- Action Item resolution: Discussion was held on how to clear incomplete action items from the minutes. An excel sheet format will be used to track items requiring action. There is currently one started.
Action Item: Roger and Judi will work on a provision to bring to conclusion pending action items Gently.
- The names of the Club's committees and their representatives were reviewed. Previously only Chairs were listed in meeting minute format. The addition of all members' names of these committees has been added. (See below). Board Members were given the opportunity to join committees.

For the Good of the Club:

Chicagoland Dance Festival: Julie is heading up the Thursday night volunteers who will put up the skyscraper backdrop. Roger motioned and Susie seconded the motion to purchase pizza for these volunteers at a reasonable cost. **Motion passed unanimously.** Rich abstained,

Leah can no longer be put up SNC table as elaborate as she has done in previous years with a tri-fold board and pictures of SNC dancers and events. Ideas of just keeping it simple such as having hard copies of Happenings, the current calendar, the SNC banner and member registration forms with self-addressed envelopes. Fans could also be given away. No Board Member at the meeting could volunteer to put together a marketing table. We'll try Friday night to rope a dance member into putting a promo together.

Action item: The SNC sign-in table will put together a schedule for manning the Chicagoland table at Friday night's dance.

Leah will order the pizza for CDF Friday night. As in past years, she will gather serving volunteers that night.

Committee Chairs: Chairs have been requested to submit their reports for review prior to the scheduled board meeting. Any format is acceptable.

Non-Committee Presentation:

The proposal submitted last month by Alfred Dahma and Jill Popovich for a new dance venue had been declined based on its current pricing. Per Roger, the door is open for future discussion should pricing be able to be negotiated. Rich Cooper will ask as liaison.

Action Item: Roger will advise Alfred.

SNC Officer and Committee Reports: (Listed alphabetically)

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

Venue Search: Leah presented the following information on the committee's venue search:

Most hotels solicited did not have our date available (February 19-21). The committee had rated the hotels with availability A, B, or C. The top five hotels included the Waterford. Alfred and Julie presented spread sheets from other hotels (names deleted) to the Waterford. The owner was informed that he would need to sign more than one year and eradicate the ballroom fee. The rooms are definitely being renovated. Waterford's minimum is \$4000 for food beverage and 100 room nights, the ballroom then being at no additional charge. Alfred negotiated the inclusion of the bar and concession stand business to be included in the \$4,000. We had 120 room nights in 2009. Charges for the room will be \$69 and \$79 with the 26th, 51st, and 76th rooms free. Pritesh (called Tesh) is the manager.

Kathy asked how we get information to the members to understand that they need to participate to make this successful. Kathy also asked if there is reciprocity from the dance instructors. It was explained that their names

alone bring in the dancers in addition to their web site calendars having SNC listed. Bill and Judi were asked and agreed to handle decorations.

A motion was made by Roger to contract Mario, Kristin and Monty. Jerry seconded. Discussion: We'll have these three even if the Waterford contract falls apart. **Motion was unanimously approved.**

Action item: Leah (and DCC committee) is to list each expense item separately for the Board, book Kristin and Mario; determine head judge, and determine other instructors.

Education: (Susie/Tobi chairs, Penny and Jerry members) A meeting had not been held by its members. There wasn't any report.

Action Item: Proposal for free beginner/beginner classes remains an action item.

Happenings: Judi, Chair and Julie, Ken and Bill members.

Coordinating the sync of *Happenings* subscribers to the current member list is almost complete per Leah. A current *Happenings* report had been submitted to the Board previous to the meeting and is attached. Comcast is again a problem in delivering our e-mails as well as the Haps e-letter. Our web host has verified they are not the cause. Comcast has serious issues with no explanations as to why. The problem is ongoing but intermittent. Resolution: Use Constant Contact as our email host. The budget for their service had already been approved.

Action Item: Judi, Leah, Bill and Roger will work together to validate the accuracy of the 800 names on the Happenings subscriber list. A 90-day-free Constant Contact trial will start as soon as member data base is validated.

Hospitality: Ann (Chair) with Sandy Woodbury, Donna Kinne, Linda Paige, Susie, Kathy Poppke as members.

July 24 Dance. Pizza will be served at 9:00 pm downstairs and will be ordered from Nick and Bruno's. Regular vegetable tray snacks will be provided upstairs. Four types of pizza totaling 18 will be ordered.

August 7 Dance: Ice Cream too will be served downstairs. A sign-up sheet was passed out.

September 4 Dance. Motion was made by Ann and seconded by Susie for this dance to be a ½ price dance. Discussion: Rich commented that we are losing money and this is not a time to be giving away. It was suggested instead that we give each dancer two points. It was also suggested to give an existing member half price admission when bringing in a new member. Motion Vote: Bill/No; Judi/No; Rich/No; Susie/Yes, Jerry/No; Kathy No; Leah/No, Roger Yes; Ann/Yes. **Motion did not pass.** Kathy motioned that at the first September dance everyone gets a two-point volunteer card to be used in the future and Judi seconded, **motion passed** unanimously.

Action Item: Kathy volunteered to sit at the sign-in table and write out cards. We will invite Bob Boyle to DJ the dance.

Action item: Plan 2009-2010 dance themes remains an action item.

Marketing: Jerry Kieras (Chair) Roger, Judi, Kathy members. There was no meeting held and nothing to report.

Action Item: Jerry will make a list of venues where he needs flyers distributed so that the board can assist in passing out.

Music: Leah (Chair) Roger, Rich, Susie, Ann, Jerry, Ron – members. None

Action Item: DJ guideline that will include BPM, rotation, length of song, interviewing process all summarized in one document remains an action item.

Operations: Leah (Chair) Roger - member

A report was submitted prior to meeting and will become an attachment to the minutes. Staffing sign-up sheets for July and August were passed out. All Board Members are required to do clean up. The downstairs area for serving food will be open for one hour at a cost of \$25.00

Secretary's Report: Judi

A motion was made by Leah, seconded by Bill and passed unanimously to accept the minutes as read with minor corrections.

Action item: Send corrected June minutes to the Roger Peterson for web site posting. (done)

Special Events: December Holiday Dinner: Leah, Tobi and Julie.

Action Item: Reserving December 4 for Dinner/Dance and December 18 for bare-bones dance only (I-Pod music, minimal refreshments) remains an action item.

Treasurer's Report: Rich (Chair)

Unusual expenses caused a minimum income. Dances and lessons in June were down substantially. P&L for 6 months shows a loss due to Dance Camp. ROGER HAD NO QUESTIONS PERTAINING TO THE TREASURER'S REPORT. Roger made a motion to approve, Leah seconded. The Treasurer's report for June 2009 **unanimously passed** and is attached to these minutes.

Insurance Policy: Action to deal with: SNC's insuring company has had a change in philosophy and management and we have received a notice that there will eventually be an insurance policy termination. Our cost is currently at \$375.

Action Item: Jerry K, Roger and Rich will research our current policy with an agent.

Web Site: Roger (Chair)

Adjournment: Leah made a motion to adjourn at 10:34 pm, seconded by Bill.

Motion unanimously passed.

Respectfully submitted,

Judi Troemel

Unapproved committee reports follow:

Happenings Report – Board Meeting 07202009

- Happenings suffered a 3-day delay in releasing Chicagoland's Early Bird Registration Reminder. (Attempts on 0713, 0714, and 0715) After much dialog between Comcast and Roger and between the web host and Roger, a reason for the e-letter not releasing to its subscribers could not be determined.
- The above gives reason for Judi to actively pursue learning Constant Contact.
- The sync of Happenings subscribers to the current member list remains an action item. Leah to coordinate.
- The current list of subscribers contains 799 email addresses.

Judi Troemel 07192009

HOSPITALITY COMMITTEE REPORT 20 JULY 2009

July Dance IN THE GOOD OLD SUMMERTIME

24 July 2009

730P--12M

Pizza Party {Dance Attendance July 2008: 90}

Nick and Bruno's Pizzeria

10121 Grand Avenue

Franklin Park, IL

1.847.451.0030

18" Large Cheese Pizza feeds 5-6 people

\$16.26 with tax/delivery

\$2.00 per each item added

Cheese order

Sausage & Mushrooms order

Vegetarian order

Pepperoni order

_____ order

Pizza will be served at 9P downstairs in the side room off the front lobby.

Frozen lemonade sticks—3 flavors.

Board members are expected to serve.

Upper hall table: veggies—carrots; watermelon; water

August Dance IN THE HEAT OF THE NIGHT

14 August 2009

730P—12M

Ice Cream Social {Dance Attendance August 2008: 60}

Ice cream will be served at 9P downstairs in side room off front lobby.

Toppings: chocolate sauce, peanuts, cashews, strawberries, whipped creamed, sprinkles

Board members are expected to serve.

Upper hall table: veggie tray—carrots, pea pods, broccoli; chips; water

Hospitality Committee Proposal--20 July 2009

4 September 2009

Welcome Back Opening Dance

I make a motion that the 4 September 2009 dance be a ½ price dance.

18 September 2009

Birthday Dance to honors those with birthdays in September

Swing 'n' Country Web Site Report

July 20, 2009

- The switch from MS FrontPage to MS Expression Web is largely complete. All of the web pages have been recoded but many look pretty much like they did. Please check the information content as you are able since there has been a lot of opportunity for errors in this process. The photo galleries are still missing from the new web site. I will work on them as time permits.
- The problem with Comcast and our Happenings e-mail list is back. Roger has been working with the help desks at IXWebhosting and at Comcast. The problem is clearly with Comcast. Not yet resolved. See also, Happenings report.

Swing 'n' Country Operations Report

July 20, 2009

- The CD player has been returned to Radio Shack for warranty repair. Since it was purchased by Alfred, it will be returned to him when it is ready. It is possible that we will not have the player back in time for the September lessons. I will either bring the old boom box or an iPod for those lessons.
- The [online schedule](#) for SNC has been updated and moved to the new web site. This schedule has all lessons, dances, special events, and board meetings. All details are entered through December 2009 but only dates are entered for 2010. Please check the dates and other details against your information. I have even placed Dance Camp on the schedule as it looks highly likely that DCC2010 will happen as we had hoped for.
- Swing 'n' Country is a sponsor for **Love N Dancing** on Monday August 17 at Durty Nellies in Palatine. Nancy Tuzzolino is managing this event. A web page and a link to Carlos' online payment system is on our web site. Please promote Love N Dancing to your best ability. We would like to get 150 attendees. There are excellent raffle prizes. The food at Durty Nellies is pretty good and they have nice outdoor seating.
- Roger Peterson will retire from making Wednesday lesson DVDs after completing the Jeff Sanchez lessons in November 2009. **Possible board action: find someone to continue making DVDs.**