



## MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

February 5<sup>th</sup>, 2007

### CALL TO ORDER

David called the meeting to order at 7:37 PM.

**Location:** Hilda Clemman's home

**Present:** David Rodgers, Fran Mong, Hilda Clemmons, Marcia Conway, Pamela Alfano, Russ White, Tom Brett and Nancy Roop.

**Absent:** Linda Coffeen

January Minutes were approved by general consensus.

### TREASURER'S REPORT

- Russ White submitted the following report:

	Month: December	Month: January 31
Regular Account	\$ 8,053.73	\$7447.72
Junior Account	69.57	69.57
Special Events	963.17	963.17
Charity Account	187.24	187.24
<b>Total</b>	<b>\$ 9,273.71</b>	<b>\$8,667.70</b>

David stated the Treasurer's Report is filed.

## COMMITTEE REPORTS

**Dance Committee:** Cathy Metcalf, Chair; David Rodgers, Liaison

- The Dance Committee will meet on Friday, Feb 16<sup>th</sup> at the home of Gary and Robbi Mann. Charlie and Jackie will be there to do a training session for our Committee. With six instructors needed every week and the recent changes in our dance program, training is required to help our instructors feel comfortable teaching all levels of our classes. This training is being paid for by anonymous donors.
- Preparations are underway to make the workshops at Fort Myer with Charlie and Jackie go smoothly. \$65 was turned in to Russ in January for the sale of raffle tickets for a free private lesson with Charlie and Jackie. Many instructors are still selling raffle tickets so more will be coming in as the time approaches. Funds are already in hand to more than cover the cost of the lesson.
- The Dance Committee's instructional video remains in demand. Cathy turned in \$100 to Russ in January of which approximately 50% is profit to the Club. Delaware Valley Shag Club and the Battlefield Boogie Club are selling to their club members also. Cathy has asked Bob Lutz to order more DVDs since our inventory is low. Fran Mong will assist Cathy to have the videos available on weeks that Cathy can not be at Rene's.
- Current inventory (Feb 4<sup>th</sup>)  
DVD – 5  
VHS – 11

**Juniors:** TBD, Chair No report.

**Social Committee:** Fran Mong, Chair

- Fran had a Social Committee meeting. Fran went Saturday 3<sup>rd</sup> of Feb to evaluate the most efficient and convenient way to set-up for the refreshments. The top doors will be the only doors open. The glass doors will be closed for convenience and to keep out the cold. Fran asked if there were rules for taking down and trash removal. Fran suggested that a sign be posted regarding the cost of drinks. Fran and Tom will determine the amount of alcohol to be ordered.
- Tom is going to e-mail the information Fran requested; he will also look into a sign stating the drink prices. Tom told Ft. Myer there would be approximately 120 people attending the Charlie and Jackie function. Also, we should make sure that the trash bags do not get too full to ensure they are easier to move without breaking.
- Tom provided the following update regarding Ft. Myer and the '06 Christmas Party:

“Our NVSC Christmas party on 16 Dec. was terminated about 40 minutes early by Ft Myer civilian employees who failed to read the contract to learn our "end" time and discourteously

broke up the party early. In the few minutes it took for NVSC board members to get to the office, cause the employees to find their contract copy showing the 12:30 AM "end" time and reach agreement, the fast -working NVSC people had ceiling lights on, tables and chairs being stacked, etc. The disruption had stopped the party early. I met with Ft Myer officials to lodge a complaint about the behavior of their employees, to request an apology to NVSC and to request a partial refund. They were quite fair and willing to compromise; the meeting results were that NVSC received:

1. a formal written apology from Ft. Myer,
2. a refund of \$170 toward our 8 Dec. '07 Christmas party [which will cover our 2d, 3d & 4th hours and kitchen rental],
3. or, a cash refund of \$120, if no future events were to be held at Ft. Myer,
4. the two employees were disciplined”.

**Charity Fundraising:** Marcia Conway, Chair

- Marcia reported that the January 50-50 raffle ticket sales made \$308; there was \$68 in logo sales and \$100 from the Super Bowl party football pool.

**Shag-A-Thon:** Marcia Conway, Chair; Nancy Roop, Co-chair

- The Shag-a-thon will be held at Springfield Mall on March 17<sup>th</sup>.

**Public Relations:** Joan McKinney, Chair; Michael Browne Co-Chair;  
David Rodgers, Liaison

**1. CAREFREE TIMES AD for CLASSIC:**

- a. It's time for the Board to approve (or not) funding for a Classic ad in Carefree Times for Spring SOS. Half-page will be \$200, which is recommendation from Michael and Joan....The ad-copy deadline is March 1, so need the decision at this meeting. (**see New Business**)
- b. In about two weeks (if ad is approved), Michael will circulate the draft of two proposed Classic ads to see which one the Classic team likes best.

**Option 1:** Go with the Classic flyer itself, which is the same general format as our previous ads in Carefree Times. (They were the red-white-blue flyer and have been eye-catching.)

**Option Two:** A possible new ad design that would play up this year's Roarin' 20s theme and make a more direct pitch to out-of-towners. Michael is looking for some new art to illustrate the theme, and he's also trying to streamline the printed copy a bit...Again, Michael will submit the drafts of the ads to the Classic team, for them to pick the one they want.

**2. CALENDAR of EVENTS:** We would like to propose a "Calendar of Events" flyer, listing everything that's on the club calendar for the year.. If only the next few months are scheduled, we can do one "calendar" flyer now and later do a mid-year update. (**see New Business**)

**3. PROMOTING CHARLIE & JACKIE WEEKEND:** All promo material uses the 10th Anniversary theme and/or something like "Come say 'thank you' to Charlie & Jackie for 10 great years."

- a. Sent C&J info to approximately a dozen local, weekly newspapers for possible publication in their "calendar of events" or entertainment listings.
- b. Wrote two articles for February "Shag Rag" -- one is "Top 10 Stories About Charlie & Jackie", and the second is a short profile/interview of Guest DJ Mac Mast.
- c. Posted C&J information on a DC swing/lindy hop webpage & chat room.
- d. Found contact for South Carolina State Society and e-mailed them the C&J workshop/dance information. Looking for the new contact for North Carolina State Society.
- e. This weekend, sending reminder e-mails to regional shag clubs and to swing dancers, lindy hoppers and DC hand-dancers.
- f. If have time, will try to submit for Washington Post and Washington Times "calendar of events" and a few radio stations (More difficult to place than listings in weekly papers.)

**Communications:** Larry Boyer, Chair, no report

**Newsletter:** Valerie Swiger, Chair; Nancy Roop back-up

- February Shag Rag dropped off at Bulk Mail January 27<sup>th</sup>. Hopefully, it will arrive at homes around the first. Shag Rag has been sent to Emma to put on line. Cost of February Shag Rag, 280 copies printed, mailed 247, cost of printing \$135.83 and cost of mailing \$66.82, total \$202.65.

**Membership:** Hilda Clemann, Chair

- The membership form has been updated and it was put before the Board for approval.

**So moved:** Fran Mong

**Seconded:** Pamela Alfano

**In favor:** Unanimous

**2006 Capital Shag Classic:** Larry Boyer, Linda Coffeen and Charlotte Ashby Co-Chairs

Charlotte reported via e-mail that basically everything is on schedule. Entertainment has been booked, food is being finalized, and reminder telephone calls are being made to vendors.

**Music:** Pamela Alfano, chair

- Reserved the room for Mac Mast at the Hilton for \$89 plus tax.
- DJs See preliminary matters. for the Shag-A-Thon are Eddie O'Reilly, Craig Jennings (he's supplying the equipment),  
Jim Rose is a maybe and Nancy and Dennis Gehley if her health permits.

**Website:** David Rodgers, Chair

Emma Smelzer, from Small Business On-line, has recommended that NVSC sell ads on its website to help defray the cost of SBOL hosting the website for NVSC. She said that the A.C.S.C. website does this, and has done well financially doing this. NVSC should look into selling ads on our website or "combined ads" where the buyer gets an ad in the Shag Rag and an ad on NVSC website. David will look into this matter.

## **OLD BUSINESS**

### **2006 NVSC ELECTION AND VOTING PROCEDURES:**

David reported that Gary Mann and Larry Boyer are working together to come up with a compromise proposal to address the matters brought up by Linda at the January NVSC Board meeting. David recommended that the Board allow Gary and Larry to come up with a proposal which would satisfy all those concerned and then the Board could consider the proposal. Board members agreed thru general consent to this approach.

## **NEW BUSINESS**

### **CAREFREE TIMES AD FOR CAPITAL SHAG CLASSIC:**

- Motion for the NVSC Board to approve \$200.00 for a half page ad in the Carefree Times for Spring SOS.
  - So moved:** Marcia Conway
  - Seconded:** Pamela Alfano
  - In Favor:** Unanimous

**2007 CALENDAR OF EVENTS:**

- NVSC Board needs to set remaining event dates as soon as possible so the Publicity Committee can publicize the 2007 NVSC events calendar.

**CALENDAR OF NVSC EVENTS - 2007**

<b>SUPERBOWL PARTY</b>	<b>FEB 4</b>
<b>CHARLIE &amp; JACKIE WORKSHOPS/DANCE</b>	<b>FEB 17</b>
<b>SHAG-A-THON</b>	<b>MAR 17</b>
<b>NVSC PARTY AT SPRING SOS</b>	<b>APR 27</b>
<b>MARGARITA VILLE PARTY</b>	<b>Fran is talking w/Pete Campbell to co-ordinate</b>
<b>NVSC PICNIC</b>	<b>Marcia is checking w/her daughter and David is checking with Darleen . Proposed date is 6/23.</b>
<b>CAPITAL SHAG CLASSIC</b>	<b>JUL 27-29</b>
<b>NVSC PARTY AT FALL SOS</b>	<b>SEP 18</b>
<b>SUNDAY SOCIAL</b>	<b>Dates to be considered Oct 14 or 21</b>
<b>NVSC HOLIDAY PARTY</b>	<b>DEC 8</b>

**NVSC DANCE FLOOR:**

- Mike Deese & Gary Mann have agreed to work together to arrange to move the NVSC dance floor from the Holiday Inn. Mike is looking for 8 Ft long pallets to store the floor panels on. Gary will help with getting the floor moved out of the Holiday Inn. We may need to allocate some funds to cover the cost of paying for some help to move the panels & 2X4s out of the cage area and onto the trucks.
- Discussion: It was determined that David will check with Gary Mann and Mike Deese to see if they are able to wait in a stand-by mode until the hotel calls to request that the floor be moved. The club will pay the cost of the move.

## **ATTACHMENTS TO MINUTES OF BOARD MEETINGS:**

The following motion was placed before the Board:

The Board determined that no document should become a part of the minutes until it is in final format, signed by the author and approved by the Board.

**So moved:** Russ White  
**Second:** Fran Mong  
**In Favor:** Russ White, Hilda Clemman, Pamela Alfano, Fran Mong, Marcia Conway  
and Nancy Roop  
**Opposed:** Tom Brett

## **ADJOURNMENT**

The next Board meeting will be on March 5, 2007 at the home of Hilda Clemann.

Respectfully submitted,

*Nancy Roop*  
Secretary

**President:** David Rodgers  
**Vice President:** Marcia Conway  
**Treasurer:** Russ White  
**Secretary:** Nancy Roop  
**Directors:** Pamela Alfano  
Tom Brett  
Hilda Clemann  
Linda Coffeen  
Fran Mong