



Photography Club of Sun City Hilton Head Staff Meeting Minutes for March 1, 2017

Attendees: Executive Board members President Bill McKinnery, Secretary Patricia Bellantonio, Treasurer Charlie Finn, Director of Education John Burrack, and Past President Bob Kampwirth. Committee Chairs and others: Tom Mills, Pat Roche, Gracene Peluso, Rich de Asla, Corky Burt, and Tom Rhyne, and Marty Shimp. Absent were Sophia Schade, John Ratliff, Jim Wilson, Chuck Thomas and Nancy Hoff.

Opening: President Bill McKinnery called the meeting to order at 7:01 PM and warmly welcomed all staff members.

Minutes: There being no corrections offered, the minutes of the February 1, 2017 staff meeting were approved as posted on the club website.

Treasurer Charlie Finn presented the following financial reports for February 2017 which the Executive Board approved as presented

PCHHSC Banking Summary	
2/1/2017 through 2/28/2017	
Opening Balance 2/1/2017	\$9,768.75
INCOME	
Classes Income	\$5.00
Double Vision Income	\$816.00
Matting & Framing Income	\$149.50
Memberships Dues Income	\$690.00
Photo Printing Income	\$469.75

TOTAL INCOME	\$2,130.25
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EXPENSES	
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Badges	\$14.00
Double Vision Expenses	\$778.19
Meals & Entertainment	\$64.81
Photo Printing Expense: Ink Cartridges	\$53.95
Refund - Overpaid Dues	\$20.00
Speaker and Judge Expenses Reimbursment	\$300.00
Studio Equipment: Lighting	\$300.00
Studio Equipment: Matt Cutter	\$1,542.76
Studio Supplies: Misc. - Mounting Squares	\$8.03
TOTAL EXPENSES	\$3,081.74

Monthly Change	-\$951.49
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Closing Balance 2/28/2017	\$8,817.26
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Signed:	
	Charles Finn
	Treasurer

COMMITTEE REPORTS:

Competition Chair Tom Mills discussed the Tri-club competition, date will be 5/1/17 and we are supplying the room for the Hilton Head Photo Club and the Beaufort Photo Club. He is meeting with the other clubs to discuss the competition.

Education Director John Burrack provided the following reports for Education and Double Vision:

Education:

- Committee has divided duties between 2 sub-committees; Curriculum and Communications/Administration.
- Started reviewing Committee tasks and with assignment to a sub-committee.
- The Class Handouts file box is removed because instructors usually provide online or printed/updated copies themselves.
- User Groups - John Burrack will bring up the topic at the PCSC Board meeting.
- Winter Session of classes has sold 113 seats out of a total of 149 through the end of February. Expected payout from Eventbrite is \$359.01
- One new class: Intro to Photo Books was added to the schedule for March 6, 10-Noon. Linda Lancaster, a new member with experience in the publishing industry has created the course work.
- Spring Classes will be scheduled for Mar. 27 - May 26. Plans call for the Eventbrite schedule to be available for viewing March 20 and EB go-live on March 22.

Double Vision-the following was submitted by John Burrack:

The Show: We had a high level of participation – 51 contributing pairs and many more volunteers from PCSC and AAA. We had more visitors than ever. DV-V was very successful.

The Processes:

- The necessary meetings were well attended and productive resulting in some changes when compared to previous shows.
- Pairing night was energetic and well attended..
- Set-up, Take-in, the Reception and Opening were smooth and on time.
- We got good photos of winners at the end of the show and shutdown on time.
- We produced a great show with many good comments so I'd say our processes worked.
- Financially costs exceeded fees by \$108.38 which will be split with AAA Club.

What went Well?

- The show was well attended.
- We added awards for Best Art work and best Photograph and this was well received
- Our PR materials, news articles and activities were outstanding.
- The Banner on Pinckney Hall was new and sold our event well.
- We had more time for Set-Up and Taking in participant's works.
- We used online forms to schedule most activities from participant photos to wall-tags and scheduling workers.

- We communicated more with the participants.
- We did have great people in all of our committees. Committee support from the Photography Club was outstanding.

Shortcomings and Things we should try to fix for future shows:

- Some thought we sent too many communications.
- We found the crowd for the reception and opening hard to manage in the tight space with the show in place.
- Pairing night information ... some of our forms did not include telephone numbers.
- We did not communicate well among ourselves and participants regarding final awards and the time when that was done.
- We can do better ... and will next year.

Naming individual efforts will surely leave deserving people out. In particular, however, the following need to be acknowledged for contributing a lot of time, talent and effort to DV-V: Marge Pangione (Past Chair), Sophia Schade (PR and Advertising), Bill McKinnery (Google forms and keeping us all on track), Jim Wilson (Participant Photos and Wall Tags), Corky Burt (Participant Photos and Poster printing and mounting) and Charlie Finn (Collecting fees and paying the bills).

Extramural Exhibits Director Jim Wilson - Bill McKinnery spoke for Jim and it was suggested that macro photography of the Low Country competition be allowed. It was suggested that “close up” photos be allowed as well as “macro” photos. Discussion was held on whether or not to allow and Bill will discuss with Jim.

Field Trips Director Pat Roche advised that 23 members went to the Raptor Center in Charleston and was a successful trip for all. Next trip planned is for Wadlamaw-Charleston Tea Plantation.

Intramural Exhibits/Studio Calendar Director Nancy Hoff. did not attend meeting

Membership-Mentoring Director Tom Lehrer was absent but Bill McKinnery advised that Tom is entering new roster. There is a problem updating the roster with software and Charlie Finn volunteered to research programs so updating can be done in “real time”

Photo Services Director Rich de Asla advised that all is on track and going well.

Program Chair Tom Rhyne advised that our March speaker is Bob Ovelman whose topic is “Travel Photography.”

Public Relations/Communications Director Sophia Schade did not attend meeting

Social Director Marge Pangione advised that Pat Roche has transferred the responsibility of the Library to her. Discussion held on keeping the studio open for club members.

Studio Manager Corky Burt advised that the new mat cutter has been installed and training program instituted. Some startup issues with blade placement (not being fully explained in the owner's manual) and the sensitivity of the blade to stay in permanent position. Unfortunately, a member used the new mat cutter before it was fully set up and damages made. Fortunately, the damages were repaired and machine is working properly.

Studio Matting Coordinator Gracene Peluso advised that 28 members have been trained on the new mat cutter. She is working on new list that will show who has been trained and any members that were trained on the old mat cutter will be sent an email to ask them to be re-trained on the new mat cutter. Discussion held that the list of members needs to be maintained to ensure that everyone is trained on all new equipment. Suggestion made that all monitors be certified and trained on the new mat cutter. Charlie Finn volunteered to research how this can be done.

Studio Monitor Assignment Leader Marty Shimp advised that her list has been updated and suggested that it is time to change the code. It was decided that Corky Burt would choose a new code and reset the key box. Then Marty will send an email to all monitors on the active list, also mentioning that the code is for their use only and not to be shared.

Webmaster Director Chuck Thomas is still updating the club website Suggestion made to move the Club Calendar and other options to more accessible place on the website.

Old Business:

1. Composite Photographs-discussion on whether or not to have composite photos submitted to any competitions. Rule guidelines clearly state what is acceptable and suggestion that new entry form be created that will have "check-off" box that entries are in compliance with Photo Club rules and guidelines. Motion was approved to leave categories "as-is". Committee being formed to review and update rules for competition which will consist of Bill McKinnery, Tom Mills and Rich Matheny.
2. Tom Rhyne submitted "Critique Guidelines" which will be in effect for the April meeting. This document was approved by the board.

Photography Club of Sun City Hilton Head Critique Guidelines

The Photography Club of Sun City-Hilton Head (PCSCHH) is providing an opportunity for constructive feedback by advanced and/or expert members on images submitted for the April meeting this year. Critique at this meeting will focus on helping members prepare for competitions and exhibits, including the annual Tri-Club competition coming in May.

The critiques will be provided by a panel of experts chosen from PCSCHH. The panel will review and offer critiques on the projected images in "real time" without knowing the identity of the photographer whose work is being critiqued.

Each club member may submit one or two images for this critique session. It is important to note that this critique will deal with projected images rather than prints, so preparation for participation will be minimized. It is our hope that a large number of members will submit at

least one image to the critique session.

Submit your image(s) as jpeg file type, with file size of no larger than 1 MB.

Email your files **as an attachment** to pcschh1@gmail.com, with the filename containing the word Critique, title of the image, and your name, following these examples:

Critique - Image Title - Photographer Name.jpg

Critique - Millennial Worker - Tom Rhyne.jpg

If you are submitting two photos, please be sure to **send both as attachments in the same email**. Please email at least 24 hours before the scheduled meeting. All submitted photograph files are automatically removed from their emails and placed in a single folder. Thus, all the necessary identifying information needs to be included in the file name. High resolution files are not required since all are reduced to the projector's resolution of 1920x960 (approx. 1 megapixel). You will receive an acknowledgement of your submission(s) as a return email, but only **one** acknowledgement will be sent even if 2 photos are included in your email.

If you need additional help in determining how to submit your photographic image for this critique session, please contact Tom Rhyne, Program Chair or Tom Mills, Competition Chair.

New Business:

1. Improved Security-Bill McKinnery suggested installing video cameras to ensure that the studio is being used properly. Brief discussion on pros/cons and Rich de Asia volunteered to research products/pricing.
2. Code has been changed effective 3/01/17
3. Extended Library Program-Marge Pangione will send report to Bill McKinnery

Adjournment: 8:50 pm

Respectfully submitted,

Patty Bellantonio, Secretary