



## Photography Club of Sun City Hilton Head Staff Meeting Minutes for October 4, 2017

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

Opening: President Bill McKinnery called the meeting to order at 7:00 PM and warmly welcomed all staff members.

**Minutes: There being no corrections offered, the minutes of the September 6, 2017 staff meeting were approved as posted on the club website.**

Treasurer Charlie Finn submitted the May 1 thru September 30, 2017 financial report. Opening balance of \$8,714.70, Income of \$2,330.27, total Expenses of \$6,515.32 (ink and frame purchases) leaving closing balance for September at \$4,529.45. The financial report was approved as presented.

PCHHSC Banking Summary	
5/1/2017 through 9/30/2017	
Opening Balance 5/1/2017	\$8,714.70
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INCOME	
CAM Refund	\$108.23
Classes Income	\$338.57
Matting & Framing Income	\$419.64
Memberships Dues Income	\$60.00
Photo Printing Income	\$1,403.63
<b>TOTAL INCOME</b>	<b>\$2,330.07</b>

EXPENSES	
Badges	\$6.00
Bank Charge	\$27.95
Classes	\$15.35
Events: Instructor Appreciation	\$399.21
Gifts Given	\$100.00
Matting & Framing Expense: Frames	\$1,204.50
Matting & Framing Expense: Matts	\$691.43
Meals & Entertainment	\$39.35
Photo Printing Expense:Ink Cartridges	\$1,365.71
Photo Printing Expense:Photo Paper	\$293.00
Postage and Delivery	\$49.00
Speaker Expenses Reimbursement	\$420.00
Studio Equipment:Lighting	\$349.90
Studio Equipment:Other Equipment	\$826.78
Studio Supplies:Library Supplies	\$29.67
Studio Supplies:Misc.	\$110.13
Tax, Business:Sales & Use Tax	\$296.70
Utilities:Internet	\$82.00
Utilities:Telephone	\$208.64
TOTAL EXPENSES	\$6,515.32
Change	-\$4,185.25
Closing Balance 9/30/2017	\$4,529.45
Signed:	
	Charles Finn
	Treasurer

## **COMMITTEE REPORTS:**

**Competition Chair Tom Mills did not attend.** Per Bill McKinney, we are hosting Tri-Club next year and there will be a lot of work to accomplish.

**Education Director John Burrack** presented the following report:

October 4, 2017

PCSC – Education Committee Report

Summer Activities with increased presentation and Open Studio was very positive.

Summer Sharing: 7 sessions offering 127 seats and filling 105 ... over 80% filled.

Tripled number of Open sessions for photography help and a number of visitors some of whom have already become new members. Current Activity:

Fall – 1 Class Schedule, Sept. 15 – October 27 14 Classes

106 seats with 60 “sold” to-date

3 classes “Sold-Out” 2 Mat Cutting 1 and General Photography Wkshp.

Net Sales: \$218 with Eventbrite Payout of \$178.08 Scheduled Open Studio and Help

Tuesday Afternoons Open Studio with Help 1:30 – 3:30pm

Wednesday Afternoons: Photography Help with Rich de Asla Planning and in progress:

New Member Orientation will be Oct. 20, 10 – noon Fall – 2 Class Schedule, Nov. 1 – Dec. 15.

Some classes scheduled.

Will be contacting teachers starting Oct. 16 for scheduling classes. One New teacher/class

One prospective new Teacher and class topic

New and Expanding direction to include Phone Photography where we want to present platform independent classes in phone photography, editing and storage to augment the current iPhone Photography classes. Will seek teachers from membership.

Open Studio Help. Seeking to find “mentors” for Help sessions target to certification areas including Printing, Matting/Mounting, photo editing and basic camera photography. Plan is to use the Tuesday afternoon Open Studio Help time slot in November and December with targeted topics: 1<sup>st</sup> Tuesday – Photo Printing, 2<sup>nd</sup> Tue. – Matting, 3<sup>rd</sup> Tue. Photo Editing and 4<sup>th</sup> Tue. General Photography and Cameras.

Data and Information for planning future programs – we are collecting data online via Eventbrite and class evaluations regarding class activities.

Would like data of Studio and Resource use: By log-in category

By Device for Certified users

User Group activity and attendance Mentoring and Help

Visited by Interim Executive Director, Doug Jones this month during an Open Session.

John Burrack, 2017 Director of Education

**Extramural Exhibits Director Jim Wilson did not attend** but Bill McKinnery advised that all photos have been taken down at Hilton Head Library and photos at Hilton Head Hospital will be taken down within the week.

**Field Trips Director Pat Roche** advised that the September field trip to Sheldon Church Ruins and Seabrook Village was a success. On 10/14 there will be a trip to the Coastal Museum and in the beginning of November, would like to do a tour of the foliage.

**Intramural Exhibits/Studio Calendar Director Nancy Hoff did not attend**

**Membership-Mentoring Director Tom Lehrer** presented following report:

Membership Report, October 2017

To date, we have enrolled 100 members online. Of those, fifteen are new.

All is in place for the Club Fair. Members stepped forward quickly to volunteer for October 14. Our goal will be to enroll as many new and renewal members as possible using the online format.

This afternoon, I met with Jim Jeffers who has agreed to assume the Membership Chair responsibilities beginning in January. This was my second meeting with Jim. We also tentatively have a new person on board to serve as assistant, but that is a work in progress. I met with that person this afternoon, too.

In preparation for January, I have written a job description for the position of Membership Chair. I'd be willing to share that with anyone interested as it might not be a bad idea for all people serving in various club leadership roles to do the same.

**Photo Service Director Rich de Asia** reported that 6 people came in for help, received requests for weddings, family portraits, etc but doing large groups is not something we or individually would do.

**Program Chair Tom Rhyne** the intended speaker for our September meeting, Vinny Colucci, will be rescheduled to March 2018 and our September competition will be moved to January. Bridget Conn will be our October speaker and Andrew Hoff will speak in November.

**Public Relation/Communications Director Sophia Schade** all is good

**Social Director Marge Pangione** did not attend

**Studio Manager Corky Burt** will present at the October meeting the need to replace existing

7900 printer. New printer should be more resistant to clogging. Suggestion made that when printer is replaced, that refresher courses be given.

**Studio Matting Coordinator Gracene Peluso** advised that the studio is well stocked and all is good.

**Studio Monitor Assignment Leader Marty Shimp** advised that all is good with monitors

**Webmaster Director Chuck Thomas** advised that all is good.

### **OLD BUSINESS**

1. **Chain of Succession:** Tom Lehrer suggested that we all submit job descriptions and good starting point for new appointees,
2. **Library Discussion:** Marge Pangione did not attend
3. **Exhibit Takedowns:** Jim Wilson did not attend but was discussed-see above notes

### **NEW BUSINESS**

1. **Double Vision:** John Burrack has sent out info and Charlie Finn was asked if he would be helping with collecting fees and making disbursements for the February show and he advised Linda Grady that he would.
2. **Nominating Committee Recommendations:** Corky Burty reported that the Committee has a preliminary slate to be presented at the General Meeting. He will open the floor to accept additional nominations if necessary and close nominations.
3. **Tom Rhyne** asked for the Board's recommendation regarding having another "critique" session instead of a competition. Recommendation is that we have a critique session at the April, 2018 meeting. We all want more people involved and it was suggested that a proposal be made and also add list of what factors are used to critique members' photos.
4. Review of how secretary minutes are prepared. Bill McKinnery suggested using form that is being used by the Computer Club. All agreed to try for a few months.

**Adjournment: 8:35 pm**

Respectfully submitted,

Patty Bellantonio, Secretary

*"In photography, there is a reality so subtle that it becomes more real than reality"-Alfred Stieglitz*



