



**Photography Club of Sun City Hilton Head
Leadership Team Meeting Minutes
September 7, 2023—1:30 p.m.
(Held in Studio)**

In Attendance: Board Members: President Jim Smith, Past President John Burrack, Vice President Stan Holz, Treasurer Everett Denning, Secretary Barbara Reeves
Committee Leaders: Sophia Schade, Programs; Mike Fratkin & Julia Parrish, Membership; Corky Burt, Studio Manager; Mike Laferriere, Field Trips; Joe Turino, Publicity; Bob Kampwirth, Nominating Committee; Melanie Frank, Club Fair.

Absent: Director of Education Dale Methven; John Hock, Competitions; Rich deAsla, Photo Services; Doug Scott, Programs; Gracene Peluso, Nominating Committee; Cathy Thiem, Studio Supplies; Lucy Rosen, Webmaster; Al Capraro, Exhibits.

Jim opened the meeting and welcomed all.

STANDING LEADERSHIP REPORTS

Minutes

The minutes from the March 1, 2023, Leadership Team meeting were reviewed by Team members via the website. There were no additions or corrections. Everett moved to approve the minutes and Jim seconded the motion. The minutes were approved as written.

Treasury

Everett Denning presented the Treasury Report for the previous eight months. The current bank balance as of 8/31 was \$9,690.36 (See full report attached). There were no questions or comments.

Creative Visions

Stan Holz presented his report as member of the Creative Visions Steering Committee. The dates for the event are set for Feb 1 – 4, 2024, in Pinckney Hall. Pairing night will be Tuesday, September 26, in Magnolia Hall at 7:00 pm. Online registration must be completed by September 24. Stan reported one sponsor already: Tenet Health Care. He is just waiting to hear the amount they will be giving. He is trying to formalize the donor and sponsor structure and would like to see the list expanded. Melanie suggested that he go in person to The Great Frame Up where the owner may write a check on the spot.

Stan also reported on a major change to the New Member Orientations, which are now listed among the education offerings for the Fall semester. New members interested in participating

in one of these orientation sessions can register through the website or the class registration link sent through email.

Club Fair

Melanie presented an update on the Club Fair, which will be held on Saturday, October 7, from 10 am to 1 pm. She summarized procedures that will be used (see attached email that went out to volunteers). Julia asked that renewals and new member registration that day be done online to ensure that the data goes right into the database. Therefore, Melanie will make sure that the table volunteers have laptops for this purpose. Melanie would like some member photos to display on the tables, and Sophia suggested using the photos from the Studio window for that purpose since they will be replaced soon with new winning photos.

Nominating Committee

Bob Kampwirth reported that two Board positions are not renewable: President and Past President; therefore, Jim Smith and John Burrack will be stepping down from these positions. At the October General Meeting, the Nominating Committee (Bob and Gracene) will be announcing the following nominees for the Board positions: Stan Holz, President; Julia Parrish, Vice-President; Everett Denning, Treasurer; Barbara Reeves, Secretary; Director of Education, Cindy Fiano. Jim Smith will move into the position of Past President on the Board. They will also ask for nominations from the floor or any individuals that want to nominate themselves. The election of the final ballot will be at the November General Meeting.

Competitions

Acting on the advice of the Artificial Intelligence Task Group, the Competition Committee voted to include the statement on AI in the competition rules and guidelines posted on the Club website.

A team is being formed to take charge of this year's People's Choice competition in order to get the project underway in adequate time.

Time has been reserved in the Studio through May 2024 for printing, mounting and displaying the competition winning images in order that the window display can be completed shortly after the Club meeting. (See full report attached)

Programs

All speakers for 2023 and 2024 are scheduled, except for November 2024. (See list attached). Doug Scott will be following up with speakers to identify their topics.

Education

Registration for the fall semester begins September 8, and classes run from September 15 through November 17. There are 27 classes altogether, 7 of which are new and 2 new instructors. Inactive monitors have been notified that they must volunteer for at least one assignment this fall or be removed from the monitor list, when they will lose access to the Studio. (See full report attached). A reminder was given that the key code for the Studio will need to be changed.

Membership

Julia reported that there are 391 current members, 21 of whom are new since May. The renewal process has started, and 89 members, or 23%, have renewed so far. The membership Roster goes out to select individuals the 1st of each month. Mike reported that the badge process is now going more smoothly. (See full report attached)

Studio Manager

Corky reported that most of the activity in the Studio is around printing and matting. Most expenses are in this area as well. Inventories of paper and ink, as well as mounting boards and mats are okay. The ordering process is going smoothly. Cathy Thiem is still doing the purchasing and cutting of the mats and mounting boards.

He sees no capital improvement needed in the near future. A comment was made about the very slow laptop that does not work well for instructors or facilitators. Corky said that that laptop would be marked so that instructors/facilitators will know not to use it. There is still another laptop available for use.

Planned activities include exploring options for some alternative lighting to brighten the Gallery Display. A first step might be to have a technician remove the diffusers on the current lights to see if that creates better lighting. (See full report attached)

A question was raised about possible training for instructors on the projector/display units in the Studio. It was recommended that the Education Committee include this as part of a larger orientation for instructors, especially new ones.

Studio Supplies

No report

Photo Services

No report

Webmaster

No report

Publicity

Joe Turino, as the new Publicity chair, has been working with Sophia on the transition. Jim will send him the template he has been using for the Club description in *Sunsations* for the past several months. Joe will work with Sophia on other publicity venues, such as articles in *Sunsations* and newspaper articles, and will shadow her during Creative Visions in order to be able to do it in the future.

Exhibits

No report

Field trips

Mike reported that 11 of the 12 field trips scheduled from September 2022 through July 2023 were completed, and a total of 118 members participated. Now through the end of year, eight trips have been planned; two are scheduled and 6 more are coming (See list attached). For 2024 the committee is looking into trips that include both past and new destinations (See attached list of potential trips). They are trying to figure out a way to get field trips to pair with competitions if possible. The Grab and Go trips are difficult to manage, so focus will only be on organized field trips.

To preserve the institutional knowledge required in the planning and executing of field trips, committee members have started the process of researching, planning, and leading field trips.

Photography Sales

Everett reported that sales are up about 20% from last year. Sales have totaled \$6,121.50 so far this year (See summary attached). \$677 from sales of donated pictures on Earth Day was

donated to the Avant Gardeners Club. In addition, 2-5 new members have signed up each Saturday. Everett dropped off posters to Lifestyles, and they put them up in various locations. A suggestion was made to have Lifestyles put them on the digital boards as well.

Next Meeting

The next meeting of the Leadership Team will be December 4, from 1:30 – 3:30 in the Studio.

ADJOURNMENT

Everett moved & Jim seconded that the meeting be adjourned. The meeting adjourned at 2:45 pm.

Respectfully submitted,
Barbara Reeves, Secretary

8 Month Summary

Actual 8/31/23 bank balance is \$9,690.36

A/P - .00

A/R + 1,048.26

CV23 - 1,016.88

NET + 9,721.74

Summary by Month (Cash No Sat or CV23)

1/1/2023 - 8/31/2023
All Account, 208 Categories, All Tags, All Payees

Category	1/1/23 - 1/31/23	2/1/23 - 2/28/23	3/1/23 - 3/31/23	4/1/23 - 4/30/23	5/1/23 - 5/31/23	6/1/23 - 6/30/23	7/1/23 - 7/31/23	8/1/23 - 8/31/23	Total
Income									
Dues	\$2,740.00	\$0.00	\$680.00	\$210.00	\$140.00	\$240.00	\$110.00	\$20.00	\$4,140.00
Education Income	\$0.00	\$0.00	\$0.00	\$620.00	\$185.00	\$110.00	\$335.00	\$140.00	\$1,390.00
Equipment Sales	\$0.00	\$97.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$97.30
Studio Income	\$817.45	\$0.00	\$399.88	\$397.77	\$828.56	\$412.31	\$644.62	\$119.20	\$3,619.79
Total Income	\$3,557.45	\$97.30	\$1,079.88	\$1,227.77	\$1,153.56	\$762.31	\$1,089.62	\$279.20	\$9,247.09
Expenses									
Awards	\$0.00	-\$65.00	-\$169.55	-\$65.00	\$0.00	\$0.00	\$0.00	-\$444.24	-\$743.79
Badges	-\$112.50	-\$67.50	-\$36.00	-\$180.00	-\$63.00	-\$22.50	-\$31.50	-\$9.00	-\$522.00
Bank Expense	-\$32.95	\$0.00	\$0.00	\$0.00	-\$0.22	\$0.00	\$0.00	\$0.00	-\$33.17
Club Fair Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$40.00	-\$40.00
Earth Day Expense - Supplies	\$0.00	\$0.00	\$0.00	-\$36.43	\$0.00	\$0.00	\$0.00	\$0.00	-\$36.43
Education Expense	-\$156.62	-\$56.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$212.91
Speaker Expense	-\$150.00	-\$250.00	-\$100.00	-\$350.00	-\$253.00	\$0.00	\$0.00	\$0.00	-\$1,103.00
Studio Expense	-\$960.21	\$0.00	-\$1,002.57	-\$907.62	-\$228.33	-\$1,107.56	\$0.00	\$0.00	-\$4,206.29
Website	-\$369.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$369.00
Zoom	\$0.00	\$0.00	-\$111.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$111.23
Total Expenses	-\$1,781.28	-\$438.79	-\$1,419.35	-\$1,539.05	-\$544.55	-\$1,130.06	-\$31.50	-\$493.24	-\$7,377.82
Total	\$1,776.17	-\$341.49	-\$339.47	-\$311.28	\$609.01	-\$367.75	\$1,058.12	-\$214.04	\$1,869.27

Hello Volunteers,

Thank you so much for volunteering for the Club Fair on October 7, 2023 from 10-1pm. We register this week so will let you know where our tables are once they have been assigned to us. Please review attached spreadsheet and let me know if you have any questions.

Tasks:

Share information about the club and provide residents the opportunity to register for membership, either as renewal or new members.

\$20 per year and for second member of house \$10. Dues are collected in the last quarter of the year for next calendar year.

1- review your information on spreadsheet to ensure accuracy

2-Two tables in Pinckney Hall and one table in Photo Studio

3- Membership

Each table will have membership forms and the waiver for ALL to sign. This will be a front and back single sheet of paper.

These form will be used for both renewal and new members. We need to write on top of form "RENEWAL" if applicable.

Volunteers need to collect the form and initial the top.

If you have a lap top, please let me know. We will have the membership list online for review. I will bring my lap top.

Jim and I will roam between Pinckney Hall and the Photo studio and be back up.

Final shift will assemble and organize all materials in envelope provided.

I will pick up envelopes from each table.

Please let me know if you have any questions.

Thanks again for volunteering,

Melanie

Club Chair for Photo Club

910-431-7222

Competition Committee report for the Leadership Team meeting 9/7/23:

Acting on the advice of the Artificial Intelligence task group, the Competition Committee voted to include the statement on AI in the competition rules and guidelines. They were then posted on the club website. A footnote was placed on each page to identify the date of the latest change.

A team is being formed to take charge of this year's People's Choice competition. John Burrack thoughtfully recorded the necessary processes last year. This will get the project underway with adequate time.

Time has been reserved in the studio for printing, mounting and displaying the competition winning images through May 2024. This will enable the project team to have the window display completed shortly after the club meeting.

John Hock
Competition Committee Chair

Month	Speakers	Honorarium				
Sept 23	Sophia, Jim & Leslie	100 (for Judge)	Flight	print	In Person	
Oct 23	Bill Bogle	\$150.00	Games	Digital	In Person	
Nov 23	Barry Spruce	\$250.00	Letter T	print	In Person	
Dec23	Ruth McCully	\$100.00	Peoples Choice		In Person	
Jan 24	John Barclay	\$250.00	Eat	Digital	Zoom	
Feb 24	Cole Thompson	\$150.00	From the Attic	Digital	Zoom	
March 24	Bob Spears	\$150.00	Reflections	Digital	In Person	
April 24	Janice Koskey (Annual Critique)	\$150.00	Black & White	Digital	Zoom	
May 24	Lucy	\$0.00	Colorful	Print	In Peron	Need Judge
June 24	No meeting					
July 24	No meeting					
Aug 24	No meeting					
Sept 24	Mary Presson Roberts	\$200.00	Music	Digital	In Person	
Oct 24	Gerry Fagan - Flower photography	\$0.00	Landscapes	Print		Ned Judge
Nov 24	Will make decision by Jan 2024		Open			
Dec 24	No Speaker - Peoples Choice		Peoples's Choice			
	Local Speaker					
	Chris Smith					
	Kenny McKeithan					
	Kate Silvia					
	Ben Ham					
	Eric Horan					
	Sandy Dimke					
	Kelley Luikey					
	Paul Nurnberg					
	Tony Mills					

1. FALL 2023 CLASSES

- **27 classes, 7 new classes**
- **20 instructors, 2 new instructors**
- Semester dates **September 15** through **November 17**

2. MONITORS

- **Inactive** monitors notified **August 27** to volunteer or be removed from monitor list, **cancelling studio access.**
- Active monitors **sign up email sent 9.5**

3. REGISTRATION

- **Catalogue & registration** email sent **9.2**
- **Registration** opens **9.8**

4. WAIT LIST

- Members wait listed **winter & spring** were offered **1st registration for fall classes. 3 registered**

PCSCHH Membership – Julia Parrish

1. Membership status a/o 9/3/2023
 - a. 387 current members
 - b. 17 new members since May
 - c. The renewal process for 2024 has started
2. The Membership Roster continues to be automatically sent on the 1st of each month.
3. Monthly charges to the Treasurer continue to be automatically sent on the 25th of each month.
4. A list of new members for badges is sent to Michael Fratkin the end of each month.

STUDIO REPORT

Current Studio Status

Printing Paper and Ink Inventories—OK

Mounting and Matting Inventories—OK

Occasional Recalibration Needed For Mat Cutter

Planned Activities for Remainder of 2023

Explore options and costs to brighten Gallery Display (Al Capara, Corky Burt)

1st Option-Evaluate removal of ceiling light diffusers and brighter lamps with uniform white balance

Prepare recommendation and present to Board.

Update Studio Inventory

Corky Burt

9/7/23

Leadership Committee Meeting Report - September 14, 2023

Field Trip Committee

The committee has the following members:

Joyce Fowler, Robert Lawner, Alan McKee, Doug Scott, Margie Yznaga, and Michael Laferriere

Field Trip Leaders

To preserve the institutional knowledge required in the planning and executing field trips, committee members have started the process of researching, planning and leading field trips.

Field Trips 2022/2023

The Field Trip Committee scheduled 12 and completed 11-field trips from September 2022 through July 2023. There were total of 118 tripster's that participated in the 11 completed field trips.

Field Trip Planning 2023 (Sep-Dec)

At the August Committee meeting, the committee has scheduled or planned the following eight (8) trips through the end of 2023. Depending on the circumstances, a few of the field trips may drop of the list or be replaced with another destination.

September

- ☐ **Milky Way on Tybee Island Beach - 09/14 (Active)**
- ☐ **Smoky Mountains & Blue Ridge Parkway - 09/25 - 09/29 (Active)**

The following trips are planned but not currently scheduled at this time:

October

- ☐ Charleston Historic District & Alleys - 10/12
- ☐ Cockspur Lighthouse - 10/26

November

- ☐ SC Backroads - 11/09
- ☐ Savannah Wildlife Refuge - 11/20

December

- ☐ Savannah Plant Riverside - 12/08
- ☐ Darien Shrimp Boat Fleet at Sunrise and St. Simon Island Lighthouse - 12/18

Field Trips 2024 (Jan-Jun)

The committee is looking into trips for 2024 that include both past and new destinations. Members are currently researching and will be evaluating new destination. The following is a list of **Potential** trips in 2024 that include but not limited to the following:

1st. SATURDAY SALES ANALYSIS

DATE	GROSS	TAX	NET
22/06/04	91.00	-5.46	85.54
22/07/02	823.00	-49.38	773.62
22/08/06	160.00	-9.60	150.40
22/09/03	400.50	-24.03	376.47
22/10/08	835.50	-50.13	785.37
22/11/05	291.00	-17.46	273.54
22/11/12	1,317.00	-79.02	1,237.98
22/12/03	301.50	-18.09	283.41
2022	4,219.50	-253.17	3,966.33
23/01/07	226.00	-13.56	213.34
23/02/04	649.50	-38.97	610.53
23/03/04	909.00	-54.54	854.46
23/04/01	818.50	-49.11	769.39
23/04/22	754.00	-45.24	708.76
23/05/06	547.50	-38.33	509.18
23/06/03	421.00	-29.47	391.53
23/07/01	1,036.00	-72.52	963.48
23/08/05	251.00	-17.57	233.43
23/09/02	509.00	-35.63	473.37
2023	6,121.50	-394.94	5,727.47
TOTAL	10,341.00	-648.11	9,693.80

EARTH DAY-DONATIONS

From sales of donated pictures.

April 22, 2023 \$677.00 to SCHH Avant Gardeners

We have been averaging 2-5 online new member sign ups per each 1st Saturday Sales Day.