

RECREATION CENTER OF SUN CITY, INC.
Club Organization Committee
April 13, 2022

Chair Sue Wilson called the meeting to order at 10:00am in the Lakeview Center Boardroom

Present: Chair Sue Wilson, Co-Chair Steve Collins, COCs Alan Ruda, Terry Watts, James Terasinski, Mary Haldemann, Candy Ruggiero, Stella Van Ness

RCSC Staff: General Manager Bill Cook, Chartered Clubs Supervisor Myrna DeBruyne, Director of Operations Chris Herring

Guests: RCSC Board Treasurer Darla Akins

Approval of Prior Meeting Summary: The January 5, 2022 Meeting Summary was approved as presented.

Report by Myrna DeBruyne, Chartered Club Supervisor: Distributed to the Committee for review:

2022 Office Trainings – 64% of Clubs have responded.

2022 990 Treasurer Training - 1 additional training was scheduled (3 total). All 3 sessions were well attended with a maximum of 10 per class. 91 Clubs have already filed their 990N E-Postcards.

71 Clubs have been sent their inventory sheets for review. 32 Clubs have returned their updated/confirmed inventory sheets. The due date for return is May 15, 2022.

94-2023 Facility Usage and Schedules have been submitted. 2023 Reservations are currently being made for RCSC Administrative Events, Entertainment Events, RCSC Board and Committee Meetings and Golf Advisory/Snack Shop. Once those entities have been reserved, Chartered Clubs will begin.

Attendance spreadsheets are being submitted. The current compliance rate (submission by the 10th of the month) is 83%.

Ballroom Dance Club was de-chartered on January 10, 2022.

The Office is beginning the process of moving toward being paperless. The goal is to be completely paperless by the end of the year. All Club documents will be scanned into RecTrac.

Report by Chris Herring, Director of Operations: The expansion of the Ceramics Club space is on track. The move of the China Painting Club has been scheduled. The architect is working on design of the facility for the Creative Quilting Club at the Grand Center. Input was received from the club.

Chair Report: None

Co-Chair Report: None

COC Reports: There were 3 reports last quarter, and all three have been dealt with and resolved.

Director of Operations, Chris Herring informed the committee of an incident involving a dispute between 2 club officers. He asked if mitigation would be appropriate from the COC Committee.

Old Business: None

New Business: Discussion was held regarding access to EIN ID and Passwords for all the Clubs. Past situations were mentioned where Club Officers / Treasurers left and did not pass along this critical information. Suggestions brought forward were to Update Board Policy 12 to include the requirement that each Club submit EIN ID numbers and Passwords to the Club Office to create a Master List, or to update Section 29 “Club Finances” that each club would be responsible to “maintain and retain” that information so it would be accessible if needed.

Member Stella Van Ness made a motion to present to the Board of Directors on behalf of the COC Committee that EIN ID and Passwords be required by each club to be submitted to the Clubs Office. Terry Watts second the motion. It was approved unanimously.

Chris Herring opened discussions regarding new bank accounts opened by RCSC Clubs. Some banks are now requesting a legal document which had been filed with the Secretary of State registering the “trade name” of the club. This requirement is intended to protect from fraud.

Chris suggested this would be a good idea not only for new accounts being opened in the future, but to register each of the existing clubs with the Secretary of State for consistency and protection. The filing fee is nominal, \$10 per filing and \$10 for renewal each year.

Chris proposed that the Clubs Office would be able to be responsible for the filings and absorb the approximate \$1,300 annual renewal fee into their budget.

Next Meeting: September 14, 2022 at 10:00am – Lakeview Board Room

Adjournment: The meeting adjourned at 10:45am.

Respectfully Submitted,

Candy Ruggiero, Secretary