Board of Directors Meeting

January 8, 2011

**Present**: President Steve Tacopina; Vice-President Ulla Jurrissen; Treasurer Chuck Crisler; Past President Les Regenbogen; Trustees Daryl Yerdon and Norm Selander-Carrier. Absent: Trustee George Crozer and Secretary Ron Selander-Carrier.

**Committee Chairs**: Show, Jean Hallstone; Advertising/Publicity, Mike Mattozzi; Membership, Andrea Deachman.

**Member**: Jo McHale.

Opening: Steve called the meeting to order at 10:19 AM.

Minutes: Daryl moved to approve the minutes of the December 4, 2010 meeting, seconded by Les. The motion carried.

President:

* Upcoming shows were discussed. The CAIOS show is the last weekend of this month. Jack Mulder is coordinating. He needs help transporting plants.
* Woodstream is interested in doing a presentation at one of our meetings. Chuck will try to arrange this. There was discussion about whether we need a break from auctions and whether we could perhaps have a speaker in May instead of the members’ auction. Andrea mentioned that if we forego the members’ auction, we might have too many plants in September which could result in depressed prices. The board decided to bring this issue before the membership since there are other options for selling plants including at meetings and at the show co-op table.
* Steve indicated that a few members were quite upset over the lack of communication from the board about Ovid’s condition. As a result one member asked to have his name removed from our mailing lists; we will comply. Steve pointed out that sharing personal health information without someone’s express consent was not only inappropriate, it is illegal. Mike moved to support Steve’s position; Chuck seconded it. The motion carried unanimously. We also discussed that all board meetings are open to members.
* Steve mentioned that he needed to recruit members for the Financial Review Committee.
* Steve stated that he had spoken with Kevin, Ovid’s executor, who requested a formal accounting relative to the auction. Tom, from CAIOS, took the HID lights. The benches, some fans and the RO system have yet to be disposed of. Steve indicated that the remaining items probably were of little value especially since the RO system had been inactive for quite a while and could require considerable expense to refurbish. Steve will send a letter to Kevin.
* Jean mentioned that Ovid had told her he had boxes of membership things in his attic. It is not clear whether those items made the transition to Dan Demers. Andrea stated that she and Dan have been trying to coordinate a meeting to transfer membership items. At this point she does not know what Dan has. Steve pointed out that it is getting progressively harder to make arrangements for access to Ovid’s condo which is scheduled for sale.
* The issue of by-laws and policies was tabled.

Vice-President:

* There was much discussion of the Wentworth Show in March. This will be a two day event. The board saw this as an opportunity to reach out and get new members. A private area will be available for the board meeting and the staff kitchen will be available for our lunch. Members will be asked to bring food to share as usual. Wentworth will provide coffee. We will have a show table and our regular meeting. We will have the opportunity to provide speakers. Wentworth will be doing repotting. We will have a membership table which will need to be staffed. The Maine Orchid Society has been invited to participate. This event will not cost NHOS anything over the usual cost of our meeting. There was some discussion about costs and the by-laws which prohibit compensating members for presentations except for covering expenses.

Treasurer:

* Chuck indicated that the forms required for our continued 501.3.C status are nearly ready. He wrote a check for $4,250 to cover the cost of preparing the forms for the years we missed. He indicated that we should be OK now as the IRS has changed its rules permitting us to file a simpler form. Steve mentioned that we have done our due diligence: once we recognized the problem, we took appropriate action. The board thanked Chuck for all his hard work getting this resolved.
* Chuck stated that he noticed that corrections were needed to the financial statements he had emailed to the board. The expense manifest shows $8,346.49. Les moved to accept the expense manifest. Norm seconded and the motion carried.
* Chuck indicated that the usable balance in the checking account is low – only $6,800.00 is usable since the balance includes various items such as the proceeds from the Ovid auction. Jean reminded the board that funds in the Show Reserve can be transferred to checking due to the expenses this time of year related to the show. The funds can be replenished after the show. She pointed out that we need to stress that everyone who wants to attend the Awards Party must purchase tickets. Mike moved that up to $5,000.00 be transferred from the Show Reserve to checking. Les seconded and the motion carried unanimously.
* Chuck asked the board whether all the paper he distributed monthly was necessary. After much discussion, it was decided that Chuck would email the complete documents prior to meetings and provide a summary at the board meeting, comparing prior year to budget to current. The complete documents will be incorporated into the secretary’s records.

Membership:

* Daryl asked about membership and dues. Membership is way down. Andrea pointed out that her records may be incomplete but they show no record of payment by some folks who consider themselves members. Hopefully this issue will be resolved when she meets with Dan. Her present goal is to get membership up to 100. She has been sending emails to folks who have not renewed and has gotten positive responses. She will continue this effort.

Show:

* Regarding the show, Jean stated that she has had to resign the chair due to medical issues and that Mike is now the official show chair. Andrea has agreed to co-chair. Mike and Jean met with the Radisson. We are on budget with hotel expenses. Advertising is under budget currently. Mike stated that the Union Leader will publish ads. The HIPPO will do a color advertisement. Norm pointed out that an ad for the show appeared in this month’s AAA Northern New England. The FONS will publish in November and the show is on their calendar for next month. Various radio stations will do public service announcements including WOKQ, WPKQ, and WGIR. Les and Mike have been in contact with Paul Parent. Mike has approached WBZ and WMUR TV regarding coverage. Vendor income is under budget. The signs are ready and will be distributed at today’s meeting. We are in need of a chair for the break-out sessions. Norm raised the issue that we need to make it easy and convenient for members to provide plants for the show since not everyone can take Thursday morning off to deliver plants. Andrea offered to take plants to set up from her Concord office. Chuck Wingate will be approached to do the same from his office.
* The board discussed ways of getting pictures of plants that are ready off-schedule for our meetings on the website. Daryl stated that doing so from the website would require intervention. There are easier ways including Facebook.
* Jo stated that she had paid for an Orchid Digest Diamond Award to honor non-commercial orchid society members for outstanding service.
* Ulla indicated that we are invited to the Amherst Show, February 24-27. We need someone to coordinate our display.
* Jo delivered the disc with the post-card mailing list. She is retiring from this function which she has done since 1999. She indicated that there will be 4 accredited AOS judges at the show.
* Chuck suggested we consider changing the date of the show because of an ongoing conflict with the Deep Cut, NJ show. Many vendors cannot come to ours because of that show. There was some discussion since CAIOS is two weeks before ours and Amherst is two weeks after. The board did not see any options.
* Larry Donovan will be judging art at the show.

Norm moved to adjourn, seconded by Chuck. The meeting was adjourned at noon.