New Hampshire Orchid Society

Board of Directors Meeting

December 07, 2019

**Attendance**

Present: President: Anita Walker; Past President: Steve Tacopina; Treasurer: Andrea Deachman; Trustees: Lee Brockmann, Sue Labonville, Bob Cleveland and Secretary: Susan Usseglio;

Absent: Vice President: Dan Demers

Committee Chairs

Guests:

**Opening**:

* President called the meeting to order at 10:20 AM.
* Motion made to accept November meeting minutes with corrections; motion made by Andrea Deachman, seconded by Bob Cleveland - motion passed.
* Review of the By-Laws: Review will continue at the January board meeting.
* Handbook has been tabled until completion of the By-Laws and has been reviewed, updated and changed by vote of the membership.
* Update on NHOS Show dates and venue –Venue for the 2020 Annual show (A Bounty of Orchids) has been decided upon and deposit given to Falls Event Center, 21 Front Street, Manchester, NH. Date (last weekend in March 2020) remains the same.
* NH Symphony house tour: Date for this year’s tour will be December 7 and 8. Anita Walker and Sue Andersen did the setup. There were not many plants available for display. Many plants were deemed to be displayed at our monthly show table.
* In need to trustee suggestions. Please let Anita know if you have someone that may be interested in the position.
* Jean Stefanik had asked us to check to see whether the society has made any recent donations to the Northeast Judging Center. As it turns out there have not been any donation since 2014. The average amount of donation is $250.00 - $500.00 a year. It was determined that we should make up one year of donations to the Northeast Judging Center.
* The Holiday party/mini auction and Orchid judging by the Northeast Judging Center is usually held the first Saturday in December. We will ask that Judging Center if they would like to continue with this yearly arrangement. If the answer is yes, we will make arrangements to get into the Bedford Town Hall one week earlier in December (the meeting will be held the first Saturday instead of the second Saturday in December). Judging Center will get back to Anita with their decision.
* IPA for 2020 – A decision must be made ASAP on whether or not to host IPA in 2020. Ideas are welcomed on how to promote more attendance thru advertising. Society may want to provide ideas on agenda items. Anita will put together a letter outlining our suggestions as to program content. Any further information regarding input to this letter would be appreciated. Please get back to Anita.
* Society Projector – We are in need of a new projector. It has been determined that the current model we have is unable to be fixed and Anita has been in contact with someone at Staples that has vast knowledge of what would be best for our situation. She has found a projector that would fit the needs of the society for $399.00. Other places to investigate for cost comparison are Tech Soup and Costco. Andrea will check back in the Treasurers records for the cost we paid for our current projector.
* **Vice President**:
* Speaker Schedule
  + - January 2020 – Joanna Eckstrom
    - February 2020 – Chuck Anderson trip to Columbia
    - March 2020 – Annual show set-up
    - April 2020 – New Members meeting repotting and mounting clinic
    - May 2020 – Member Auction
    - June 2020 – Alan Koch - Gold Country Orchids
    - July 2020 – Peter Tobias
    - August 2020 – Picnic
    - September 2020 – IPA
    - October 2020 –
    - November 2020 –
    - December 2020 – Christmas Party
* We also need someone to host speakers for future meetings.

**Treasurer**

* Treasurers Report:
* Books have been received by Treasurer. Familiarization of Quick Books is underway by Andrea. Total Assets – $50,740.24; Checking Account: $27,948.47; Expense Manifest: $796.80 (Expenses include but not limited to $50.00 donation to Bethany Chapel, $500.00 to New England Judging Center). Motion made to accept the Treasurers Report by Andrea Deachman seconded by Bob Cleveland. Motion passed.
* Andrea to find out name and cost of accounting firm to do our audit and possibly be ready to commit by January.
* Chuck Wingate Trophy sponsored but not being paid for.
* Snow Fund needs to be increased to $10,000.00, snow reserve is currently at $6,900.00
* TDS Affinity Program – Giving back to the community is a fundraising program. It has been suggested that we participate in this program and possibly have a booth at our annual show. Program provides for monies given back to the society at the end of the year. Must have an account with TD Bank and direct TD Bank to NHOS for participation. Money will be donated back to the society depending on the spending habits of the TD Bank Account user. Motion made by Andrea Deachman and seconded by Bob Cleveland. Motion passed.
* Back Taxes have been caught up.
* Anita has authority to sign checks.

**Secretary**

**Committees:**

Annual Member Auction:

* Information needed from Carol Dishing on member auction guide. Carol expressed some interest in committing as Annual Member Auction Chair but annual dues must be up-to-date. Sue Labonville will reach out to Carol. If Carol is not interested in continuing we will look for another volunteer. There are questions as to whether Adrienne will continue doing the web portion of this event. If Adrienne declines we will look for another volunteer.

Advertising/Publicity:

Suggestions made by Andrew Deachman for publicity for the 2020 show “A Bounty of Orchids”. Suggestions include and not limited to posting to Instagram/Facebook, creating posters for display in colleges and around the area; possibility of allowing free or reduced admission for students with a valid student id.

AOS and affiliated societies:

Conservation:

Co-op and member auction percentages are 20% of the proceeds of each sale.

Editorial/Newsletter:

Items need to be to Leigh 2 weeks prior to meeting, this includes but is not limited to, show results, presidents message, minutes of the prior months meeting, photos and any other information that is pertinent to the membership. Members can submit articles of interest directly to Leigh.

Election:

Hospitality:

Food provided by club members.

Library:

Motion made by Lee Brockmann and seconded by Bob Cleveland to purchase the book “Modern Orchid” at a cost of $24.95 for the Library. Motion passed.

Need a Librarian.

Membership:

110 memberships; 161 members

Nominations:

Show:

La Quinta has set the room rate at $89.00 for our show.

New England Orchid shows:

CAIOS Show – “All That Orchid Jazz” will be January 25 and 26 from 9AM to 5PM and set-up and tear down is needed. If you wish to participate in either the set-up or tear down entrance into the show will be free and NHOS will pay mileage plus 1 night’s hotel stay (The 1 night stay depends on the night).

Risk Management:

Show Table:

* Suggestion made to allow 10-15 minutes following the discussion of the show table to allow for questions from the membership on any cultural questions.

Website Management:

**Miscellaneous**

**New business**

Motion made to adjourn by Bob Cleveland seconded by Sue Labonville at 11:10 AM,-motion passed and the meeting was adjourned.

Submitted by Secretary, Susan Usseglio