



NHOS Newsletter

July 2023 www.nhorchids.org

Affiliated with the American Orchid Society & Orchid Digest Corp.



Please be sure to become a fan of [New Hampshire Orchid Society](https://www.facebook.com/nhorchids).

President's Message

If you haven't done so already check out the Sunset Valley Orchids website. They have some fantastic plants. The deadline for pre-orders is July 3rd. Pre-orders receive a 10% discount and are shipped free to the meeting.

The next 2 months are busy ones for the Board as we prepare for the Annual meeting, Election of Officers, Member Auction and Barbeque. The proposed By-Law amendments are posted in the newsletter, please read them and if you have questions contact Sue Usseglio. Likewise, the proposed Budget for 2023-24 is also available in this newsletter. If you have questions about the Budget, Andrea Deachman will be happy to answer them.

Elections: The positions that will need to be filled this year are President, Treasurer and two Trustee positions. I know some of you may be hesitant to stand for one of these positions, as was I, wondering if you had the right skills for the job. Just do it!

(Con't on Pg. 2)

NHOS MEETING NOTICE

Saturday July 8, 2023 @ Old Bedford Town Hall

Board Mtg. 10:00

Plants on Show Table by 11:00

Lunch 12:00 followed by

Program – Fred Clarke, Sunset Valley Orchids “Becoming an 80 Percentile Grower”

Pre- Orders Must be Received Not Later than July 3!!!!!!!!!!!!!!

(see pages 8 & 9 for details)

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UPCOMING EVENTS

Monthly AOS Judging

On the first Saturday @ Tower Hill
contact Bob Winkley at northeastjudgingcenter@gmail.com if you are interested in attending or having a plant judged.

**July 8, 2023- NHOS Monthly Mtg., Fred Clarke of Sunset Valley Orchids.
Program- "Becoming an 80 Percentile Grower"**

Aug. 12, 2023- NHOS Annual Meeting, Town Hall BBQ and Member Auction

**Sept. 9, 2023- NHOS Monthly Mtg., Edgar Stehli of Windswept in Time
Orchids – Topic TBD**

**Oct. 14, 2023- NHOS Monthly Mtg., Program: Special Auction for Bob
Cleveland**

Nov. 11, 2023- NHOS Monthly Mtg., Program TBD

Dec. 9, 2023- NHOS Monthly Mtg., Holiday Party

World Orchid Conference, Taiwan

March 1-4, 2024

<https://www.woctrust.org/the-next-woc---23-woc-taiwan-2024>

President's Message (Con't from pg. 1)

There are eight other Board members ready and willing to help you succeed. If you are interested, please see any of the Nominating Committee members; Andrea Deachman-Chairperson, Brenda Campbell or Bob Cleveland.

By the way, you can blame me for all the rain. I just put in an irrigation system and it has rained every day since then.

Anita



Lc. Koolau Treat



Phal. No ID



Max. tenuifolia 'Aurea Bert'



Jumellea ibityana

June Show Table Results
(photographs courtesy of Caren Savone)

Judges: Chuck Wingate, Brigitte Fortin, David Sparks, Leigh Coolidge, Tim Cuthbertson

Hobbyist ©= cultural award

Phalaenopsis Alliance

2nd: Phal. No ID **Brigitte Fortin**

Paphiopedilum Alliance

1st: Paph. richardianum x sib ('Paul' x 'Purple Heart') **Brigitte Fortin**
2nd: Paph. appletonianum 'Fox Valley' x self **Brigitte Fortin**

Cattleya Alliance

1st: Lc. Koolau Treat **Brigitte Fortin**

Dendrobium Alliance

1st: Green Lantern 'Red Carpet' **Brigitte Fortin**

Miscellaneous Genera

1st: Nageliella purpurea **Anita Walker**
2nd: Maxillaria Maui Coconut (tenuifolia x sanguinea) **Brigitte Fortin**

Advanced Growers
(all cultural or “R” for rarity)

Leigh Coolidge
Encyclia guatemalensis

Expert Growers
(all cultural or “R” for rarity)

Ann Chepjian

Max. tenuifolia 'Aurea Bert'
Trichoglottis ionosmum ®
Angraecum didieri (2 plants)
Jumellea ibityana (2 plants)
Bulb. psychoon
Den. (small Malaysian species?)

David Sparks

Epi. macrum
Pleurothallis prolifera
Oncidium harrisonianum ®
Calopogon tuberosus

Daryl Yerdon

Prosthechea baculus
Bulb. facetum
Bulb. echinolabium
Lyc. aromatica
Max. tenuifolia
Den. uniflorum

Bob Cleveland

C. purpurata v. Roxo-Violeta
'Bonnybrine' AM/AOS
C. intermedia
Bifrenaria inodora (uncommon)
Bulb. frostii

Chuck Wingate

Nageliella angustifolia

Coel. xyredos

Epi. oncioides ®

Lee Brockmann

Epi. radicans

Epi. Miura Valley

Epi. Bonita Kift x Pacific Seniorita

Steve Ski

V. Suksamran 'Sunlight'

V. Pakchong Blue

V. falcata 'Hisui'

Enc. cordigera

Prosthechea vagans ®

Prosthechea pulchella ®

Den. dicheaoides

George Newman

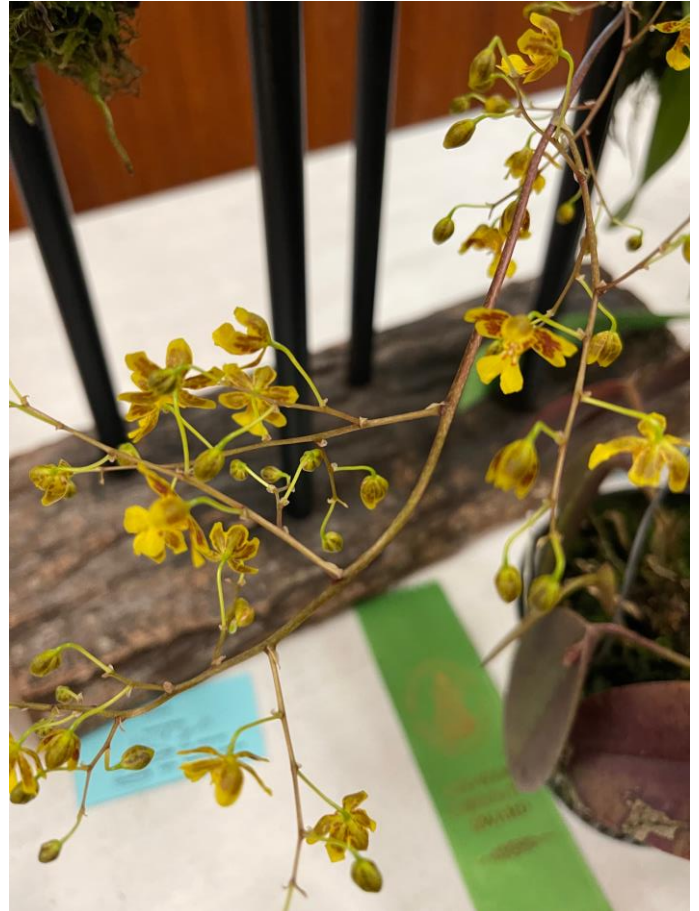
Pleurothallis segoviensis

Den. limpidum

Ida locusta



Bulb. echinolabium



Jumellea ibityana



New Hampshire Orchid Society
General Meeting Minutes
June 10, 2023

The President called the meeting to order and welcomed members and guests.

- We need help setting up before and cleaning up after the meeting. Please don't leave the responsibility to only a few. All help is appreciated.
- Upcoming Programs:
 - June 2023 – Tim Culbertson – Modern Sarcochilus Hybrids
 - July 2023 – Fred Clark – Becoming an 80-percentile grower
 - August 2023 – Annual meeting, picnic and Member Auction at Town Hall.
 - September 2023 – Edgar Stehli – Windswept in Time Orchids (TBD).
 - October 2023 – Special Auction for Bob Cleveland
 - November 2023 – Mike Badia – Growing Paphs. and Phrags. in your home
 - December 2023 – Christmas Party
 - If you have a particular topic that you would like to have as a program, please notify Daryl Yerdon.
- Financials: We have a total of \$25,586.90 in the checking account; Fund Accounts: \$27,199.06; Society's net worth is \$50,785.96.
- There are openings on the up-coming Board of Directors; President, Treasurer and Trustees. If you are interested in any of these positions please see Andrea Deachman – Nominating Committee Chairperson, she can fill you in on all the particulars.
- The annual Members Auction will be taking place at our August Meeting at the Bedford Town Hall. At this meeting we will be voting in the new slate of officers, By-Law changes and we will have a hearty BBQ lunch. Procedures/guidelines for the Member Auction will be included in the next few Newsletters. Deadline for plant submission lists need to be to Susan Usseglio – Auction Chair by 7/1/2023. If you have questions please contact her.
- All outstanding Library Books need to be returned on or before the August meeting.
- Meeting adjourned for Show Table and Program.

Respectfully submitted: Susan Usseglio, Secretary

Members Auction – August 12, 2023

- This year's member's auction will coincide with the Annual Meeting at the Bedford Town Hall on Saturday, August 12, 2023. All members in good standing are allowed to have their plants auctioned off.
- Each member is allowed to enter 10 plants into the auction, and the split will be 80% to you and 20% to NHOS of the final auction price received.
- This year you may put as many as 20 plants onto your list prioritized in the order that you wish to have them sold. The first 10 on each list will be accepted first and if it is decided more plants are needed then the next plant on your list will be added in a fair and equitable manner amongst all the entries.
- Lists need to be to me, Susan Usseglio @ (Susan@nhorchids.org) by 7/1/2023, if you have any pictures of the plants you are going to auction, please send them along. The software program that we use allows for an on-line catalogue for your viewing pleasure and a link will be posted on the website that will get you to this catalogue. Included in the catalogue will be the plants that are up for auction, their name, photograph of the flower, hybrid or species and growing conditions (cool, intermediate, warm).
- The auction will be run by NHOS under the supervision of the Auction Committee and will utilize the standard established rules used for the Annual fund-raising Auction. Members Auction guidelines and Auction rules will be included in the next three newsletters.
- Plants need to be groomed, free of insects and signs of disease. Affected plants will be removed from the table. Orchids should be staked if necessary and potted in the appropriate container (i.e., if the orchid sends out inflorescences from the bottom of the plant the container must support this growth habit (baskets, net pots). Name tags are to be legible and in good shape.
- On the day of the auction there will be a listing for each person participating in the auction that will have your plants, the numbers assigned to them a sheet of yellow dots with the number of the plant indicated on them. These yellow dots are to be affixed to the tag of the plants designated on the list.
- There will also be a listing of persons in the society with all your contact information and bidding number assigned, there are sheets that have the numbers 1-100; please take your assigned number. Please check the sheet for your name and number remembering to validate your information. If you have not been included on this list, put your name at the end include your contact information and take your number.
- NHOS accepts all forms of payment, cash, checks and charge.
- If you have any questions, please let me know.

Susan

July Program Information

"Becoming an 80 Percentile Grower"

Ever wonder what the most important requirements are for growing the best orchids? Learn about the underlying reasons of how and why orchids grow as they do. Then explore the fundamentals and advanced growing techniques to best grow them. Orchid plant culture is explained as you have never heard it before. Learn how to become an 80 percentile grower, expect to be wowed by this talk!

The presenter will be Fred Clarke of Sunset Valley Orchids in Vista. Fred has been growing orchids for 42 years and has been hybridizing for 38 of those years. With over 34 years as a professional grower and manager in the horticultural industry, Fred applies these skills at his orchid nursery; Sunset Valley Orchids, located in San Diego, California.

He is a passionate orchid grower whose curiosity in orchids is broad and varied. Although developing Cattleya hybrids has been his sustaining interest, he is also actively creating new Paphiopedilum and Aussie Dendrobium hybrids plus some others to be named if they work out! His pioneering work in Catasetum intergeneric hybrids led to the development of several notable hybrids, most recently the grex, Fredclarkeara After Dark, which produced "the blackest flower ever witnessed". This grex has received over 100 awards worldwide with nine FCC's and thirty AM's from the AOS judges!

Fred is an Accredited Judge in the Pacific South Judging Region. His plants have received hundreds of quality awards from the American Orchid Society.

Please have your plants on the show table by 11 a.m.

Lunch is potluck so please consider bringing a dish to share.

Also: Remember that open leadership positions for NHOS need to be voted on at the Annual Meeting in August. Please talk to Andrea Deachman, Nominating Chair, and get involved!



Fred Clarke

Preorders are available!

All pre-orders receive a 10% discount and free delivery to our meeting. Deadline for pre-orders is July 3. Please be sure to order asap.

Pre-ordering can be done on the [Website](#). Or you can e-mail a list that includes the cross numbers and prices of the plants you are interested in.

For website pre-orders:

Once the Shopping cart is populated with your selections, click Go to Payments

In the Billing address: fill out the fields indicate with an asterisk*

In the Shipping Address: indicate the Orchid Society's name, and for Company: the meeting date, then click Continue

On the checkout page indicate: Cash on Delivery if you would like to pay at the meeting.



BYLAWS

(Proposed Changes)

Section C: Dues

The annual Regular Member dues and the Life Member fee shall be determined by the Board of Directors and voted upon at the Annual Meeting of NHOS. Any change in the dollar amount required for dues requires a 2/3 vote of the voting members in good standing present at that Meeting.

Lifetime membership dues shall be ten times the annual dues and shall be payable on September 1. Upon payment of said dues a lifetime member shall be exempt from all future dues payments.

New members joining in the last four months (May, June, July and August) of the fiscal year (fiscal year is defined as from 9/1 – 8/31) will be considered as having paid dues for the following membership year. Persons joining at the annual Show and Sale and deemed to be new members will receive membership for the current fiscal year in which they joined plus one more year. Exception: if the Show and Sale date were to change to 9/1 – 12/31, then the new member joining at the show would be responsible for membership dues at the onset of the next fiscal year.

A “new member” is defined as a person/family who has never been a member of the Society or has been a member at one time but their membership has lapsed for a minimum of 5 fiscal years. **Memberships become active on the day their dues are paid. New members become eligible for the 18-month membership extension upon payment of their dues at the Annual Show and Sale.**

No dues or assessments shall be required of Honorary Members.

No dues or assessments shall be refundable.

2. Election of Officers¹

1. Nominations from the floor will also be in order at the Annual Meeting provided those being nominated clearly express their willingness to serve at the time of nomination and their understanding of the duties of the office to which they are being nominated.
2. Elections shall be held immediately following the close of nominations. Each candidate receiving a majority of votes cast shall be elected.
3. Where there is more than one candidate listed for an office, voting shall be by written ballot.
4. Newly elected Officers and Trustees shall take office following the close of the annual meeting.²

3. Election Committee:

The Election Committee, an ad-hoc committee, is comprised of the Secretary and the Membership Chair to ensure the election is run in accordance with the Bylaws.

¹ Amended 08-Aug-2020

² Amended 08-Aug-2020

The Committee is responsible for preparation of ballots (if used) and the report listing the results of the election. Members of the nominating Committee should not serve on the election committee because of their involvement in the nominating process.

The Election Committee will certify that a quorum of 30 members, in good standing, are present; record the motion and the number of votes cast for and against. Results of the election will be published in the NHOS Newsletter.

In instances where there are more than one candidate for a position, voting will be performed via written ballot provided by the Election Committee. Ballots will be returned to the Election Committee and the candidate receiving the majority of the votes cast will be announced.

ARTICLE IV: Governing Body

The Governing Body of NHOS, known as “The Board of Directors”, (or the Board), shall consist of the Officers as named in Article V, Section A, together with four elected trustees and the immediate past president who shall be considered a non-elected trustee. Notice, via the official channel, of the time, place and purpose of any meeting of the members shall be given not less than twelve (12) days nor more than ninety (90) days before the date fixed for the meeting. ~~not including the day of mailing nor day of meeting. (blue = remove)~~ Notice of the meeting will be provided as follows: provide a copy of said notice to each member in good standing of record as recorded on the membership roster transmitted by the Membership Chairperson, notice to be sent via the official communication channel, which is email unless unavailable. If email is unavailable, notice will be given to identified members by the President via voice. Listing of these affected members will be provided by the Membership Chairperson. In emergency situations the above requirement for notice will be waived.¹

ARTICLE V: Officers

Section A. Officers and Duties

The Officers of NHOS shall be President, Vice-President, Secretary and Treasurer.

- 1. The President:** is NHOS’s chief spokesperson and shall preside at all meetings of NHOS and the Board of Directors. Shall perform recognized functions of the office, which are to include general supervision of the affairs of NHOS, ~~fair and impartial adherence and implementation of the By-laws, Policies and Procedures of the organization.~~ The President needs to have a very good working knowledge of ~~parliamentary procedure and how to apply it.~~

The President shall prepare an agenda for all meetings of the Board, including such items as suggested by other NHOS or Board members. The President shall provide this agenda to the Board at least 10 days prior to each meeting of the Board, if such time between meetings is available.

¹ Amended 08-Aug-2020

The President shall sign all written contracts and agreements for NHOS as specified in Article IX. **The President shall ensure that the Bylaws, Policies and Procedures of the organization are enforced.**

The President shall establish such committees as are necessary to conduct the affairs of NHOS beyond those Standing Committees identified in Article VII. The President shall be an ex-officio member of all committees, except the Nominating Committee.

The bylaws provide that because of the office held, the president is automatically a member of certain boards and committees. Such members are termed ex officio members. An ex officio member is not elected or appointed to a committee, but becomes a member when elected or appointed to a particular office. When an ex officio member ceases to hold office, that person's membership on the committee terminates, and the new holder of the office assumes the ex officio membership. For example, the president is often an ex officio member of all committees except the nominating committee and the treasurer is usually an ex officio member of the finance committee and is excluded from the audit committee.

Unless the organization's governing documents provide otherwise, an ex officio member has all the rights, responsibilities, and duties of other members of the committee, including the right to vote. The ex officio member is a full-fledged working member of a committee and is counted in determining the quorum. Anyone who is not expected to be a regular working member of the committee should be designated as an advisory or consultant member instead of being given ex officio status. An advisory or consultant member has the right to attend meetings and participate in debate, but is not counted in determining the quorum and does not have the right to propose motions or vote.

Except as noted in Article V, Section C, Subsection 1, the President shall appoint, with the advice and consent of the Board and with appropriate notice to the general membership of such vacancies, one chairperson for each standing committee. Each chairperson shall be appointed for a one-year term with the privilege of reappointment for a second year. Upon the request of the chairperson, and with approval of the Board, the President may extend the term of that committee chairperson.

In the event a Board member resigns or is otherwise no longer able to serve, the President shall, with reasonable haste and with the advice and consent of the Board, appoint an alternate to fill the vacancy. This alternate shall be a member in good standing of NHOS.

The President shall prepare an annual written report for the membership to be delivered at the Annual Meeting.

The President shall vote at all meetings of the Board, according to *American Institute of Parliamentarians Standard Code of Parliamentary Procedure, Copyright 2012*, which permit presidential voting when the vote is by ballot and in all cases where, by voting, the vote would change the result.

- 2. The Vice President:** shall preside over all meetings of NHOS in the absence or disability of the President. The Vice President is the Program Chairman and as such provides the programs for the monthly membership meetings; may be directed to perform special projects requested by the President or the Board (See Article VII: Standing Committees, Section 10).¹

¹ Amended 08-Aug-2020

If the office of President becomes vacant, the Vice President shall assume all responsibilities of the office of President for the conclusion of the term of the President (See Article V, Section A, Subsection 1).¹

- 3. The Secretary:** shall keep a true record of all meetings of NHOS and the Board and shall record action taken at these meetings. The Secretary shall provide each member of the Board with a copy of the Minutes of Board Meetings and the members with a copy, located in the newsletter, of minutes taken at the Membership Meeting. The Secretary shall handle all correspondence.²

If the President and Vice President are absent from any meeting, the Secretary shall call the meeting to order, and shall preside for the duration of the meeting or until either the President or the Vice President arrive at which time they shall assume their duties.

The Secretary shall maintain a list of the location of society records and equipment and this record will be kept with both the Secretary and the President, with a copy of these records contained in a binder located in the NHOS Library. The Secretary shall store records, correspondences, and notes of NHOS, and shall maintain and update a log of elections of Board members with the dates of terms of office and replacements as necessary.³

In addition to these duties, the Secretary performs many other tasks, such as calling attention to actions in the minutes that have not been carried out and keeping a report book or file of the reports submitted, a correspondence file, and a book of adopted policies and procedures. The secretary is responsible for calling attention to deadlines and the dates on which certain actions must be taken.

The Secretary shall bring to each meeting the minutes, a copy of the bylaws, rules, policies, the handbook and a copy of the parliamentary authority adopted by the organization.

Upon termination of the Secretary's term of office, they shall turn over to the incoming Secretary all papers, correspondences, records, back files and archives of NHOS.

- 4. The Treasurer:** shall receive all dues from and shall oversee their collection by a duly appointed Membership Chairperson. The Treasurer shall receive all moneys belonging to NHOS and shall disburse the same under the direction of the Board, or any committee empowered by the Board to pay obligations of NHOS. The Treasurer shall make appropriate payments for all expenses such as but not limited to meeting place rent, post office box rent, bulk mail permits, insurance renewals, speaker fees and expenses, software license renewals on or before the due date.

The Treasurer shall maintain a list of all donations made to NHOS including the name of the donor along with the amount of the donation. The Treasurer shall provide any receipts that may be required by the IRS for charitable contributions made by donors. In instances where donation was material in place of monetary, a letter outlining the donation will also be provided to the donor for tax purposes within 30 days of donation. A copy of the donation letter will remain with the Treasurers files.

The Treasurer shall submit to the Board, for their approval, the NHOS proposed budget for the next fiscal year at least 90 days, prior to the conclusion of the current fiscal year for discussion, updates and revisions. This budget shall be published in the NHOS newsletter 60 days prior to the

¹ Amended 08-Aug-2020

² Amended 08-Aug-2020

³ Amended 08-Aug-2020

The Treasurer shall prepare and present monthly reports on the current finances at each Board Meeting. This reporting shall include:

- Current statement of NHOS' financial position (Balance Sheet)
- Statement of Activities – Revenues, Expenses
- The change in net assets resulting from changes incurred via Revenues and Expenses.
- Statement of Revenue and Expenses with a budget comparison – budget to actuals year-to-date.
- Statement of cash flows (information is pulled from Operating Activities, Investing Activities and any Financing activities) year to date.

The Treasurer shall prepare and deliver to the Membership an annual financial report of the Societies financial activities for the prior year. This written report will be forwarded to the Secretary and included in the Newsletter following the Annual Meeting.

The Treasurer's books shall be reviewed each year. A formal review will be performed by a professional Bookkeeper hired by NHOS and not associated with the New Hampshire Orchid Society.¹

Annually, within 30 days following the close of the fiscal year (August 31st.) the President must appoint with advice and consent of the Board, an ad-hoc committee of 3 Society members (in good standing) to internally review the financial ledgers of the Society. The outcome of this review is to verify compliance with the approved Financial Management Policy and shall include random monthly bank and reconciliation statements with copies of checks written and other testing as determined by the appointed committee. It is the intention of this review to reveal problems within the Financial Management Policy and has been deliberately left open-ended to address all aspects of the financial accounting of the society. This group will submit a written report of their findings within 30 days of appointment date, including any suggestions for improvements to the policy, to the Board of Directors.

In addition to, or in place of, the ad-hoc committee appointed (at the direction of the President with advice and consent of the Board) to internally review the financial transactions, a review of the books for the fiscal year can be completed by an independent financial professional (i.e., bookkeeper, CPA etc.) under contract with the Society, separate and apart from the appointed ad-hoc committee. If determined by the Board of Directors that an independent financial professional is preferred, the procurement of such a professional will be with the advice and consent of the Board. Each Board member, if so inclined, can submit names of individuals that may be considered to fill this position. This independent financial professional cannot be a part of the Board of Directors or a member of the New Hampshire Orchid Society. As with the ad-hoc committee, deadline for completion will be negotiated to fall 30 days from original hire.

The Treasurer's books and accounts shall, at all reasonable times, be open to inspection by any Member of the Board. The Treasurer shall present a statement of the accounts at each Annual Meeting of NHOS including a written report of the previous fiscal year to include the balance sheet, statement of revenues, expenses and account balances. ~~The Treasurer shall, at the discretion of the Board, be adequately bonded upon assuming office. If the Board requires a bond, then NHOS shall underwrite its cost. (blue = remove).~~

¹ Adopted 08-Aug-2020

The Treasurer shall be responsible for the financial oversight of any shows and exhibits sponsored by NHOS. If a show or exhibit is held, the Treasurer shall assist the Show Chairman in selecting a responsible controller for same, with Board approval. The Treasurer shall assist that comptroller in the execution of their duties or may assume those duties if necessary and desirable.

1. The fiscal year of NHOS shall be from September 1 to August 31.
2. Operating funds of NHOS shall be maintained in a demand deposit account in a bank insured by the Federal Deposit Insurance Corporation. These funds shall be subject to withdrawal upon the signature of the Treasurer and/or the President.

Fund Accounts are gifts or contributions received for a specific purpose/cause and should comply with laws regarding solicitation of funds and legal accounting requirements to segregate those funds whose use is intended by the donor to be restricted to a particular purpose. The Fund accounts are: Grace Barwood Fund, Ovid Slavin Fund, Michael Worth Fund, Marcia Epstein Fund, Lee Soule Fund, Jim Campbell Fund and Chuck Wingate Fund and are kept separate from NHOS Operating funds invested in secured accounts. These donations are intended to be fund specific awards that are given out at the annual NHOS Show and Sale.

3. Non-budgeted expenditures of up to \$1000 for the needs of NHOS shall only be made with the consent of the Board. Gifts and donations made by NHOS to an individual or non-profit organization of up to \$250 shall only require approval of the Board. Expenditures, gifts, and donations made by NHOS exceeding the previously named limits shall be submitted to the general Membership and approved by a standing vote of a majority of those present and entitled to vote.
4. The Treasurer shall adhere to the Financial Management Policy when executing their duties.

ARTICLE VI: Society Meetings

Section A. Monthly Meetings

1. Monthly meetings, also known as Membership Meetings, are generally held on the second Saturday of each month. Notice of meetings shall be sent via official channel to all Society members at least one week prior to these meetings.¹
2. A quorum at the Monthly **Membership** Meeting shall consist of at least 30 members in good-standing.
3. Meeting of the Board shall be maintained as open meetings. Any member may submit agenda items to the President; the member may then be invited to present these proposals to the Board; however, only Board members shall vote. The member's participation in discussion at the Board meeting shall be limited to that member's specific proposals.
4. At the request of the President, **or any member of the** Board of Directors of New Hampshire Orchid Society, under extenuating circumstances such as, **but not limited to**, a National, State

¹ Amended 08-Aug-2020

r Weather emergency, electronic NHOS Board of Director Meetings can be convened for legal and binding voting.¹

- a. Once determined by the NHOS President **or any member of the** Board of Directors, that an electronic NHOS Board of Director Meeting is warranted the **all members** will determine time/place and electronic means to be utilized. All NHOS Members will be notified via the website and a special group email outlining the time/place and electronic means with specific directions to be utilized for access. In the event NHOS Members do not have access to the website or email, notification will be made by phone.²
- b. For voting purposes, this special electronic NHOS Board of Director meeting must represent in attendance a quorum of the current members of the NHOS Board of Directors. A quorum for electronic meetings, as determined by the formula outlined in Article IV, paragraph 2, is needed on the electronic call to constitute a quorum and for legal and binding voting to take place.³
- c. **Electronic** NHOS Board of Director Meetings can be conducted via any form of electronic means available, such as but not limited to, video conference, teleconference etc. The electronic means utilized must be readily usable and available to all Members/NHOS Board of Director members.⁴
- d. NHOS Board of Director members present, via electronic means, will identify themselves, via a roll call, so as to be included in the NHOS Board of Director Minutes of the Meeting, and to determine if the pre-requisite number needed for the quorum has been met.⁵
- e. Any NHOS Board of Director member attending via electronic means will be deemed present and will remain on the call until adjournment of the meeting unless a personal emergency arises during the meeting.⁶

All motions voted on (with the quorum requirement met), via electronic means, by the NHOS Board of Directors, will be deemed valid and binding

Section B. Annual Meeting

1. The annual meeting shall be held in August, unless otherwise decided by the Board.⁷
2. A quorum at the Annual Meeting shall consist of at least 30 voting members.
3. The Annual Reports of the President and Treasurer shall be made **to the Membership** at this meeting. **These reports will be submitted to the Secretary in typed format.**
4. Election of Officers and Trustees shall be held at this meeting, as specified, according to Article V, Section C, and Subsection 2.

¹ Adopted 08-Aug-2020

² Adopted 08-Aug-2020

³ Adopted 08-Aug-2020

⁴ Adopted 08-Aug-2020

⁵ Adopted 08-Aug-2020

⁶ Adopted 08-Aug-2020

⁷ Amended 08-Aug-2020

6. At the request of the President, **or any member of** the Board of Directors of New Hampshire Orchid Society, under extenuating circumstances such as, **but not limited to**, a National, State or Weather emergency, electronic Membership Meetings and Annual Membership Meetings can be convened for legal and binding voting.¹
 - a. Once determined by the NHOS President **or any member of** the Board of Directors, that an Electronic Meeting is warranted the President will determine time/place and electronic means to be utilized. All NHOS Members will be notified via the website and a special group email outlining the time/place and electronic means with specific instructions to be utilized for access. In the event NHOS Members do not have access to the website or email, notification will be made by the President by voice.²
 - b. For voting purposes, this special electronic meeting must represent in attendance a quorum of the current members of NHOS Membership Members ([Article VI. Section A., Item 1](#)) for a regular Membership Meeting, and (Article VI, Section B, Item 2) is needed for an Annual Membership Meeting on the electronic call to constitute a quorum and for legal and binding voting to take place.³
 - c. Electronic NHOS Meetings can be conducted via any form of electronic means available, such as but not limited to, video conference, teleconference etc. The electronic means utilized must be readily usable and available to all NHOS members.⁴
 - d. NHOS members present, via electronic means, will identify themselves, via a roll call, to determine if the pre-requisite number needed for the quorum has been met.⁵
 - e. All motions voted on (with the quorum requirement met), via electronic means, by the NHOS Membership, will be deemed valid and binding.⁶

Section C. Special Meetings

Proposal for the re-definition of what is considered a Special Meeting of NHOS Board of Directors

Currently: This is the information contained in the current By-Laws.

Section C. Special Meetings

1. The President, with the consent of the Board, may call special meetings of NHOS.

¹ Adopted 08-Aug-2020

² Adopted 08-Aug-2020

³ Adopted 08-Aug-2020

⁴ Adopted 08-Aug-2020

⁵ Adopted 08-Aug-2020

⁶ Adopted 08-Aug-2020

2. Notice shall be sent to members, by the official channel, not less than 12 days or neither more than 90 days before the fixed day of the meeting not including the day of the mailing nor the day of the meeting.¹

Proposed:

The Board of Directors should be empowered to handle most emergency or urgent organizational business that cannot wait until the next regularly scheduled meeting, and the bylaws section on special meetings should contain requirements for holding the meeting, and include specific details on member notification.

1. Special Meetings of the Board of Directors is a meeting not regularly scheduled and is held to transact specific business as stated in the call of the meeting. This call can have more than one item and should state if voting is required.
2. The President or any member of the Board Directors can call the meeting making sure that the quorum for voting requirement is met.
3. Board Meetings are considered as open meetings therefore the membership must be notified via the official channel of communication. In instances where the official channel of communication is not available to some members, members will be notified via voice by the President.
4. Once the date/time mode of the meeting has been set a minimum of 48 hours must be added to allow members proper notification.
5. Only those business items stated in the call for a special meeting may be considered at the meeting; no new items of business may be added to the agenda.
6. The special meeting is conducted in the same manner as any other business meeting, but is limited to the items described in the meeting notice.
7. The statement of business to be considered must be specific, and if action is to be taken at the meeting, this fact must be stated in the notice. If the notice states that one of the purposes of a special meeting is “to hear a report of the proposed Budget from the Treasurer”, the budget can be read but no action can be taken on changes/approval unless it has been clearly stated in the notice that the changes/approval are to be voted on at the meeting.
8. Minutes are not read or approved at the beginning of a special meeting, but any section that applies to items under consideration may be read for reference. Minutes of a special meeting are read and approved at the next regular meeting.

Section D. Continued Meetings

When members wish to continue a regular or special meeting at a later time, a motion to adjourn the meeting and to continue at a definite later time makes it a continued meeting. The meeting is continued on a date, time and location set forth in the adopted motion. No exact form is required in stating such a motion to adjourn, but it must be clear that the meeting date, time and place of the continued meeting must be specified. The setting of the time to continue the meeting can be done through a motion to adjourn, a privileged motion to adjourn or a main motion dealing only with establishing the continued meeting.

A continued meeting is sometimes referred to as an adjourned meeting, but the term continued meeting is recommended because it is less confusing concerning the intent of the action taken. The continued meeting is legally a continuation of the previous meeting. The meeting is called to order and a quorum established and recorded to open the continued meeting. From that point, the meeting follows the agenda from the original meeting, beginning exactly where the prior meeting finished. If a question/motion was pending prior to the adjournment, the question is still pending, as noted in the secretary's notes. An organization can conduct any business at the continued meeting that it might have at the original meeting. Special notice is not required.

Important considerations on a continued meeting, a motion to recess interrupts the current meeting until a later time. An *unqualified* motion to adjourn the meeting terminates the meeting. When a meeting is reconvened following a recess, it resumes the meeting at the point at which it was interrupted by the motion to recess. When an assembly reconvenes following an adjournment, it begins an entirely new meeting, starting with the first step in the regular order of business.

Section E. Voting

Election of Officers, Trustees, Amendments, and Decisions affecting the interests of NHOS shall be by **standing vote, raised hand, verbally or written ballot** if so required by Article V, Section C, Subsection 2, of those members in good standing present at the time of the vote.

Section F. Rules

The rules contained in the current edition of, *American Institute of Parliamentarians Standard code of Parliamentary Procedure, Copyright 2012*, shall govern NHOS in all cases to which they are applicable, and which are not inconsistent with these Bylaws and special rules of order that NHOS may adopt.

ARTICLE VII: Standing Committees and Ad-Hoc Committees

To better conduct the affairs of NHOS, the following Standing Committees shall exist, and their responsibilities shall be at least as stated below but may include other duties and responsibilities as requested by the Board.

Only members in good standing are allowed to serve on any Standing Committee. Sturgis defines “Members in Good Standing” as persons who have met all their financial obligations to the organization such as being current with membership dues. To remain in good standing, a member must continue to fulfil their financial obligation to the organization.

Each Standing Committee shall consist of one Chairperson, appointed by the President and with the advice and consent of the Board. A Standing Committee Chairperson shall whenever possible appoint a Vice Chairperson who will act in the absence of the Chairperson at any meetings of that committee. The Chairperson of that Standing Committee shall determine the number of persons needed to fulfill the duties of that committee.

Standing Committee Chairpersons are not positions on the Board; however, a Board member may be appointed as a Standing Committee Chairperson. A Board Member shall be the Chairperson of more than one Standing Committee. Chairpersons for Standing Committees may be requested by the Board to be present at Board meetings to deliver a committee report or to participate in discussions that pertain to that Standing Committee’s responsibilities. All Standing Committee Chairpersons shall be listed in the NHOS Newsletter.¹

Ad-Hoc Committee otherwise known as a Special Committee differ from Standing Committees in that they are formed to carry out a particular task and then cease to exist once the task has been completed (i.e., Annual Meeting Picnic Committee).

An Ad-Hoc or Special Committee must consist of members in good standing and are charged with performing a specific task assigned by the organization. Even if it is called by another name, such as ad-hoc committee, a task force, a commission or anything else, and unless otherwise designated by the organization, groups of members that are performing a specific task assigned by the organization are, in practice, special committees and are subject to the same rules as special committees.

¹ Amended 08-Aug-2022

3. Editorial:¹

The Editorial Committee shall keep all Society members informed as to the present and future activities of NHOS and its members through the production and dissemination of NHOS's monthly newsletter.

The Committee shall assemble all information for the newsletter and ensure that information published is accurate, including for example, spelling and correctness of plant names to the best of their ability.

Information supplied to the Editorial Committee is the sole property of the author and as such cannot be modified/changed without the explicit consent of the author. In such instances, either the Newsletter Editor or interested party may contact the author directly.

The Committee shall publish the newsletter on a timely manner to be sure it arrives at least one week prior to all meetings for even the most distant recipient.

The Committee shall oversee the production of other publications as requested by the Board.

4. Hospitality:²

The Hospitality Committee shall oversee the refreshment table at Membership Meetings and shall encourage Society Members to participate in providing refreshments.

The Committee will be responsible for purchases needed for refreshments, cups, plates and eating utensils. They shall also be required to keep the Hospitality cabinet in proper order, clean neat.

The Committee shall provide a means for donations to be made for refreshments and shall submit all collected money to the Treasurer.

Where purchases of refreshments are required, all receipts shall be submitted to the Treasurer.³

5. Library:⁴

The Library Committee shall maintain NHOS's library including adequate records of all its books and publications.

The Committee shall, under policies and procedures approved by the Board, establish and provide the means whereby these materials are made available to the members for their use. The Committee shall recommend the purchase of books to the Board and upon their approval make the purchases.

¹ Amended 08-Aug-2020

² Amended 08-Aug-2020

³ Amended 08-Aug-2020

⁴ Amended 08-Aug-2020

The Committee will notify the membership via Newsletter, announcement or written email that all outstanding loaned books must be returned to the library on or before the August Meeting. The Membership Committee will notify the Librarian of any lapsed members.

11. Risk Management¹

- Risk Management identifies, assesses and control threats to an organization. Risk management is a nonstop process that adapts and changes over time. Repeating and continually monitoring the processes help assure maximum coverage of known and unknown risks. Risk management standards set out a specific set of strategic processes that start with the objective of the organization and intend to identify risks and promote the mitigation of risks through best practice.
- Risk Management is an important process of identifying, assessing and controlling financial, legal, strategic and security risks to an organization.
- Risk Management is a system of people, processes and technology that enables an organization to establish objectives in line with values and risks.
- There are three important steps of the risk management process which are risk identification, risk analysis and assessment, and risk mitigation and monitoring.
- Risk identification is the process of identifying and assessing threats to an organization, its operation.
- Risk Analysis and assessment involves establishing the probability that a risk event might occur and the potential outcome of each event.
- Risk mitigation and monitoring refers to the process of planning and developing methods and options to reduce threats. Risk mitigation also includes the actions put into place to deal with issues and effects of those issues.
- The Risk Management Committee responsibilities include, but are not limited to, reviewing and maintaining the bylaws, creating and maintaining a Society Handbook, and advising the Board on risks and safety issues. Ensure that all policies/guidelines/procedures adopted by NHOS are compliant with applicable law and that Conflict-of-Interest statements are obtained from Board Members, Committee Chairs and Vendors annually.²

¹ Amended 08-Aug-2020

ARTICLE XI: Changes to the Bylaws

NHOS's Bylaws **must** be amended by a 2/3 vote of the members in good standing present at any regular meeting of the membership or at any special meeting called for that purpose, providing in either case that a quorum is present. Written notice of the meeting and a copy of the proposed amendments shall be sent by the official communication channel, which is email unless unavailable, to the members at least one week prior to the meeting **(via the Newsletter or special mailing)** ~~before the meeting (blue = remove)~~ at which they are to be presented.¹

Changes to the By-laws will be presented to the Board of Directors for concurrence/ recommendations no later than the June Board Meeting. Once reviewed the By-Laws will be published in the July and August newsletters.

A current copy of the bylaws will be documented and available for all members as well as in the Society's Handbook. When sections of the bylaws are updated, a notation will be added to the end of the section, indicating when the section was updated, e.g., "Adopted 15-Sep-01 ", "Amended 15-Sep-01". Any changes in NHOS's Bylaws are binding from the date of adoption (10-Aug-02).²

¹ Amended 10-Aug-2020

² Adopted 10-Aug-2002

Proposed 2023-2024 Budget

12:30 PM
06/27/23
Cash Basis

NEW HAMPSHIRE ORCHID SOCIETY Profit & Loss Budget Overview September 2023 through August 2024

	Sep '23 - Aug 24 Draft Budget	Sep '22 - Aug '23 Actual thru May '23	Budget 2022-
Income			
5000 · Program Revenues			
5050 · Annual Auction		\$ 40.00	\$ -
5100 · Member Auction	\$ 4,000.00	\$ 1,383.00	\$ 5,000.00
5150 · Membership Dues	\$ 2,250.00	\$ 2,100.00	\$ 1,530.00
5200 · Hospitality Donations	\$ 70.00	\$ 50.00	\$ 55.00
5250 · Monthly Raffle	\$ 50.00	\$ 216.00	\$ 20.00
5300 · Donations		\$ 520.00	\$ -
5400 · Interest Income	\$ 15.86	\$ 4.06	\$ 3.00
5820 · Conservation		\$ -	\$ 300.00
5950 · Misc Other Income		\$ 186.00	\$ -
Total 5000 · Program Revenues	\$ 6,385.86	\$ 4,499.06	\$ 6,908.00
6000 · Show Revenues			
6050 · Admissions-Show	\$ 14,000.00	\$ 14,250.80	\$ 15,000.00
6100 · Member Coop Sales(Gross)-Show	\$ 7,000.00	\$ 8,649.00	\$ 5,000.00
6150 · Preview Party-Show	\$ 1,500.00	\$ 1,160.00	\$ 2,000.00
6300 · Trophy Sponsorship-Show	\$ 825.00		\$ 500.00
6350 · Vendor Fees-Show	\$ 5,000.00	\$ 4,955.00	\$ 5,400.00
6400 · Potting Receipts-Show	\$ 300.00	\$ 625.00	\$ 200.00
6450 · Advertising Income Show	\$ -	\$ -	\$ 200.00
Show Revenue Other	\$ -	\$ 10.00	\$ -
Total 6000 · Show Revenues	\$ 28,625.00	\$ 29,649.80	\$ 28,300.00
9999 · Undocumented Income	\$ -	\$ 77.24	
Total Income	\$ 35,010.86	\$ 34,226.10	\$ 35,208.00
Expense			
7000 · Program Operating Expenses		\$ 5.97	
7100 · Annual Auction		\$ (305.00)	

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NEW HAMPSHIRE ORCHID SOCIETY
Profit & Loss Budget Overview
September 2023 through August 2024

	Sep '23 - Aug 24 Draft Budget	Sep '22 - Aug '23 Actual thru May '23	Budget 2022- 2023
7140 · S & H Expenses-Annual Auction	\$ -		
7150 · Plants Purchases-Annual Auction	\$ -		
Total 7100 · Annual Auction	\$ -	\$ (299.03)	
7200 · Member Auction			
7210 · Member Auction (80%) Expenses	\$ 2,560.00	\$ 4,170.00	\$ 4,500.00
7220 · Postage Member Auction	\$ 50.00		\$ 50.00
7200 · Member Auction - Other		\$ (1,917.00)	
Total 7200 · Member Auction	\$ 2,610.00	\$ 2,253.00	\$ 4,550.00
7300 · Newsletter			
7310 · Printing-Newsletter	\$ 50.00	\$ -	
7340 · Postage-Newsletter	\$ 50.00	\$ 50.00	\$ 70.00
Total 7300 · Newsletter	\$ 100.00	\$ 50.00	\$ 70.00
7400 · Monthly Meetings			
7410 · Speakers Fees & Expenses	\$ 3,500.00	\$ 1,377.70	\$ 3,000.00
7420 · Rent	\$ 550.00	\$ 400.00	\$ 500.00
7430 · Supplies-Show Table	\$ 120.00	\$ 110.00	\$ 90.00
7440 · Refreshments-Hospitality	\$ 120.00	\$ 62.88	\$ 70.00
7450 · Supplies-Annual Picnic	\$ 650.00		\$ 200.00
Total 7400 · Monthly Meetings	\$ 4,940.00	\$ 1,950.58	\$ 3,860.00
7700 · Other Operating Expenses			
7710 · Storage Expense	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00
7720 · Equipment Purchase		\$ 249.00	
7740 · Library Expenses	\$ 100.00		\$ 100.00
7750 · Dues & Subscriptions	\$ 179.00	\$ 208.00	\$ 114.00
7760 · Insurance	\$ 615.00	\$ 650.00	\$ 615.00
7770 · Software Expenses	\$ 117.00	\$ 1,536.00	\$ 650.00

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NEW HAMPSHIRE ORCHID SOCIETY
Profit & Loss Budget Overview
September 2023 through August 2024

		Sep '23 - Aug 24 Draft Budget	Sep '22 - Aug '23 Actual thru May '23	Budget 2022- 2023
	7790 · Other Misc. Supplies	\$ 57.00	\$ 22.00	
	7840 · Secretary/Treasurer Expense	\$ 540.00	\$ 175.82	\$ 100.00
	7860 · State Fees and Licenses	\$ 75.00	\$ 75.00	\$ 75.00
	7870 - Membership Expense		\$ 96.29	
	7880 · Non-NHOS Show Expenses	\$ 1,500.00	\$ 1,548.26	
	7890 · Other Misc. Expenses	\$ 250.00	\$ 226.71	\$ 145.00
	7900 · Postage Expenses	\$ 275.00	\$ 294.00	\$ 511.00
	7910 · NHOS Display Toolkit Expenses	\$ 100.00		
	Total 7700 · Other Operating Expenses	\$ 4,948.00	\$ 6,221.08	\$ 3,450.00
	Total 7000 · Program Operating Expenses	\$ 12,598.00	\$ 10,175.63	\$ 11,930.00
	8000 · Show Expenses			
	8010 · Rent-Show	\$ 4,000.00	\$ 3,602.73	\$ 3,500.00
	8020 · Preview Party-Show	\$ 2,000.00	\$ 1,952.00	\$ 2,000.00
	8030 · Advertising-Show	\$ 300.00	\$ 1,100.00	\$ 1,487.20
	8040 · Road Signs-Show	\$ 300.00	\$ 371.00	\$ 400.00
	8045 · Show Signs-Show	\$ 250.00		\$ 200.00
	8060 · Postage-Show	\$ 1,370.00	\$ 1,366.06	\$ 1,100.00
	8070 · Trophies-Show	\$ 920.00	\$ 605.00	\$ 920.00
	8120 · Setup Refreshments-Show	\$ 900.00	\$ 855.36	\$ 1,000.00
	81 Awards Party			\$ 2,000.00
	8140 · Ribbons-Show	\$ 150.00	\$ 832.13	\$ 300.00
	8150 · NHOS Exhibit-Show	\$ 200.00		\$ 200.00
	8170 · Judges Kit-Show	\$ 200.00	\$ 130.00	\$ 100.00
	8180 · Judges Breakfast/Luncheon-Show	\$ 4,000.00	\$ 4,069.07	\$ 3,300.00
	8190 · Printing / Office Supplies-Show	\$ 500.00	\$ 584.14	\$ 380.00
	8210 · Vendor License -Show	\$ 50.00		\$ 50.00
	8220 - Registration Supplies	\$ 100.00		\$ 100.00
	8240 · Member Co-Op Expenses(80%)-Show	\$ 5,600.00	\$ 6,631.63	\$ 5,000.00

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NEW HAMPSHIRE ORCHID SOCIETY
Profit & Loss Budget Overview
September 2023 through August 2024

		Sep '23 - Aug 24 Draft Budget	Sep '22 - Aug '23 Actual thru May '23	Budget 2022- 2023
	8910 - Other Misc Expense-Show	\$ 600.00	\$ 747.52	\$ 5,000.00
	Total 8000 - Show Expenses	\$ 21,440.00	\$ 7,379.15	
	Total Expense	\$ 34,038.00		
		\$ 972.86		



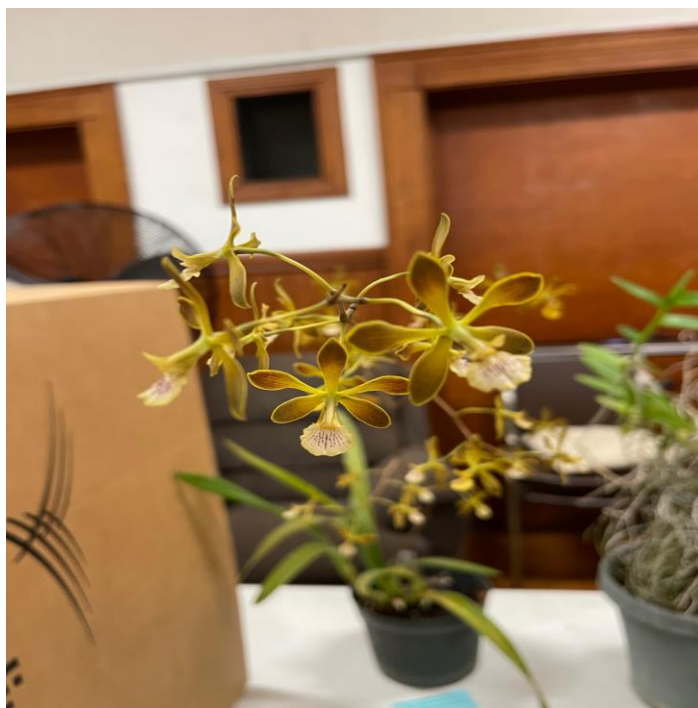
***C. purpurata* v. *Roxo-Violeta*
'Bonnybrine' AM/AOS**



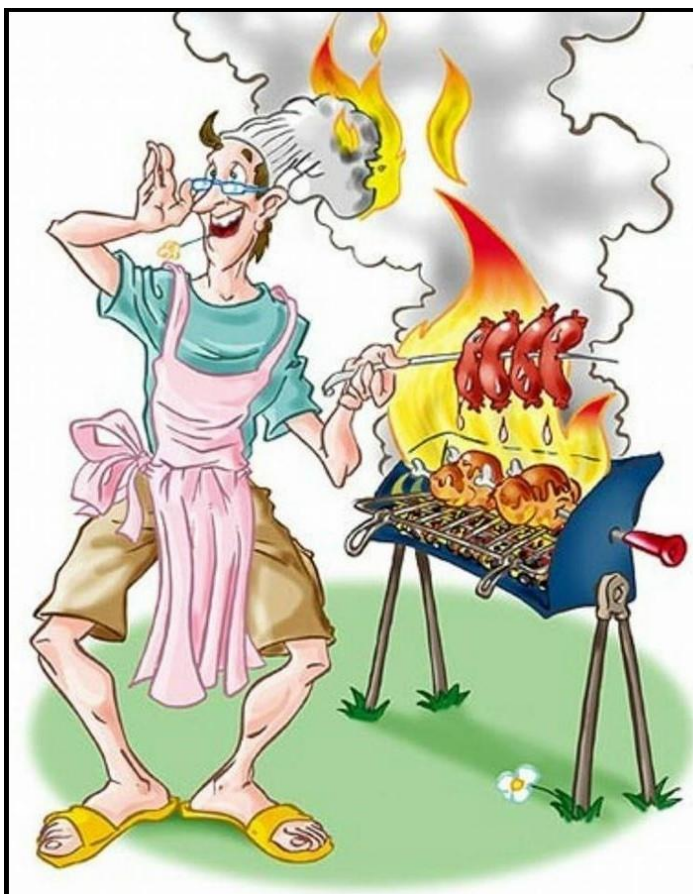
Cattleya intermedia



***V. falcata* 'Hisui'**



Epi. oncioides



NHOS' Annual Meeting, BBQ & Member
Auction

Saturday - August 12, 2023
Old Bedford Town Hall

Festivities:

BBQ from KC's Rib Shack
Member Meeting
Voting Officers/Bylaws
Show Table
Member Auction

Sides to be provided by NHOS Members

Information for the Member Auction and
plant submission can be found in the
Newsletter.

Reminder: Date for plant submission is
July 1.

See you there Partner!

Contacts

Massachusetts Orchid Society (MOS)

www.massorchid.org

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dina@massorchid.org

Cape & Islands Orchid Society (CAIOS)

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Amherst (Mass.) Orchid Society

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Maine Orchid Society

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dsparks51@roadrunner.com

Eastern Maine Orchid Society

www.easternmaineorchidsociety.org

Mary Lou Hoskins

207-848-5453

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Ocean State Orchid Society

www.oceanstateorchidsociety.org

Northeast Judging Center at Tower Hill

Botanic Garden, Boylston, MA

www.Towerhillbg.org

508-869-6111

Orchid Conservation Coalition

www.orchidconservationcoalition.org

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Submission of Articles

Deadline for submission of articles is
10 days before the monthly meeting.
Send to:

newsletter@nhorchids.org

If your address changes, you must
notify the Membership Chairperson so
you can continue to receive any notices
and newsletters.

Send all address changes to:

Lee Brockmann
MembershipNHOS2@outlook.com