New Hampshire Orchid Society

Board of Director Minutes

July 13, 2020

**Attendance:**

Present: President: Anita Walker; Past President: Norm Selander-Carrier; Treasurer: Andrea Deachman; Trustees: Sue Labonville, Lee Brockmann and Secretary: Susan Usseglio

Absent: Vice President: Dan Demers; Trustee: Bob Cleveland

Committee Chairs:

Guests: Jean Stefanik, Leigh Coolidge

**Opening:**

* President called the meeting to order at 09:05AM.
* First item on the agenda was whether or not to go forward with the October annual show. – Motion was made by Susan Usseglio and seconded by Lee Brockman to cancel the October Show for 2020, motion passed. Leigh Coolidge will send out letters to the vendors notifying them of the cancellation of our October 2020 show and with the intension of proceeding forward with the March 2021 show that is scheduled for March 25 – 28, 2021 at The Falls in Manchester, NH. It was determined that we would proceed with the Falls as our venue for one year and “see how it goes”. The Membership has voiced that they would prefer to be back at the Marriott. It was suggested that we contact the Marriott to see if anything has opened up for 2022 and if it has to put a deposit (sliding partial deposit) to hold this date for the Society. Andrea Deachman has volunteered to contact the Marriott and check on availability for March 2022. Leigh Coolidge stated he could get more vendors to participate if we had a larger place; The Falls is on the rather small side and limits vendor participation. It was also noted that all contracts should be kept on an external drive and copies to go to the President and Secretary. If we are unable to get the Marriott for the 2020 show, a motion was made by Susan Usseglio and seconded by Lee Brockmann that Anita Walker and Susan Usseglio will look for a place for our Show for 2022 starting in September 2021, following notification from Andrea Deachman of the viability of the Marriott being available for the 2022 show. Motion passed.
* Minutes for June were approved with revisions. Motion made by Lee Brockman and seconded by Andrea Deachman; motion passed.
* Electronic voting as a result of COVID-19 – Member voting by electronic means (if quorum present) was discussed. Thomas J. Donovan, Director of Charitable Trusts, Department of Justice was contacted and he relayed the following information as it pertains to electronic voting: **The 30-person member quorum applies to the membership meeting for voting purposes. They (Charitable Trusts and the DOJ) would not object if we hold meetings and vote electronically but suggest that we do it by Zoom or a similar platform. The member voting can be captured in the online chat (this feature has been enabled). Other organizations have been using this method for voting during the COVID-19 pandemic. They recommend that we include electronic meetings and voting electronically in our new by-laws (which we have already done). It is not recommended that we use email or a mail poll.**  Lee Brockmann also stated that in June’s Orchids Magazine (page 502), that AOS voting on their by-laws was accomplished this way. Jean Stefanik noted that the Northeast Judging Center utilized Google Groups for their voting needs. A motion was made by Lee Brockmann and seconded by Sue Labonville to allow membership voting via electronic means if the 30-member quorum is not met at the Annual Meeting and Picnic in August. A motion was also made to include in the newsletter monthly that if a quorum of 30 active members are present (either in person or electronically) we will vote on the by-laws. Motion made by Lee Brockmann, seconded by Sue Labonville- motion passed.
* By-Laws – Addition of Item #7 under Governing Body was disseminated to the Board. This item allows for electronic voting by the membership. **At the request of the President, or the Board of Directors of New Hampshire Orchid Society, under extenuating circumstances such as a National, State or Weather emergency, electronic Membership Meetings and Annual Membership Meetings can be convened for legal and binding voting.** This amendment was approved by all Board Members and has been included in the on-line proposed by-law link currently posted on the NHOS website; a copy was sent to Leigh Coolidge for inclusion in the August newsletter. It is hoped that we will be able to ratify the proposed by-laws at the Annual Meeting if a quorum is present.
* Nominating Committee: Andrea Deachman has agreed to be the Chairperson for the Nominating Committee and Jean Stefanik will assist. We are looking for persons to fill VP, Secretary and 2 Trustee positions. If unable to find persons willing to accept nominations or unable to get a quorum to vote on nominations, officers will remain status quo for another year.
* August Annual Meeting and Picnic at Mason Hollow – Chuck and Sue Anderson, was discussed. Andrea Deachman volunteered to purchase hamburger, hotdogs with rolls for each, soda and water. Anita Walker and Susan Usseglio volunteered to get paper/plastic wear products from the Bedford Town Hall. Packaged condiments (ketchup, mustard, relish) will be purchased. Anita will also provide hand sanitizer, plastic gloves and trash bags. Members will be encouraged to bring their favorite side dishes and desserts to share. Serving will be done by the Board Members. We will also be practicing social distancing, require masks and members are asked to bring their own chairs. It was also decided that we will have a show table. Chuck Wingate agreed and while at the Bedford Town Hall we will transport the Show Table supplies to the Picnic.
* Lee Brockmann will send out email notifying membership of the August Picnic/Annual Meeting at the Anderson’s (Mason Hollow) and that it is hoped we get the required 30 active member quorum needed to vote on the proposed By-laws, 2021 Budget and Board Member positions. Adrienne Giovino will send out an invitation link to RSVP for the event. Results on attendees will be visible on the website for persons that have access authority.

**Vice President:**

* At this time there is little information on programs for next year.
* August 2020 – Annual Meeting and Picnic at Mason Hollow
* September 2020 – Speaker needed
* October 2020 – Annual Member Auction – on-line
* November 2020 – speaker needed
* December 2020 – Annual Holiday party and AOS Judging is scheduled to take place in December (normal second Saturday of the month).
* January 2021
* February 2021
* March 2021 – Annual Show at The Falls in Manchester
* April 2021 – New Members Meeting
* May 2021 – Annual Member Auction
* June 2021 – Fred Clark has agreed to be our speaker. NOTE: his presentation will be held on the first Saturday in June. The Bedford Town Hall has been notified of the date change and has granted us access for our Monthly Meeting and speaker presentation.
* July 2021 – speaker needed
* August 2021 – Annual Meeting and Picnic at Kelley’s Korner
* September 2021 – speaker needed
* October 2021 – speaker needed
* November 2021- speaker needed
* December 2021 – Annual Christmas Party and potential AOS Judging. This meeting is tentatively scheduled for the 1st Saturday in December so that AOS Judges can attend.
* Anita will contact Bedford Town Hall regarding dates that need to be changed resulting from speaker scheduling conflicts.

**Treasurer:**

* Wild Apricot Website Software has been purchased.
* TDS Affinity Program is up and running. Members will have to let TD Bank know that they are participating in this program. Andrea Deachman will put together information on this program and have it included in the August Newsletter.
* Affini-Pay is also active on the Wild Apricot Software.
* Financials’: We have a total of $10,422.32 in the checking account; our New Worth is $38,819.81; Manifest: $1,072.10 – Motion made to accept the manifest by Norm Selander-Carrier and seconded by Lee Brockmann – motion passed.
* QuickBooks: Andy looking into purchasing software package for the society’s books.
* Suggestion made to promote more life-time memberships. Suggestion was eagerly accepted.

Motion made by Susan Usseglio and seconded by Sue Labonville to suspend Board of Directors meeting until the conclusion of Speaker Presentation. Motion passed at 10:55 AM.

Board of Directors Meeting resumed at 12:01 PM following speaker presentation

**Secretary:**

* Addition of Item #7 under Governing Body was disseminated to the Board. This item allows for electronic voting by the membership. Once the Board concurred, Item #7 was forwarded to Leigh Coolidge for inclusion in the August newsletter. Updated the proposed By-law document to include #7 and had Adrienne post new version on the website.
* Was asked to purchase Zoom Software license for a year.

**Committees:**

**Annual Member Auction**:

* Motion was made by Andrea Deachman and seconded by Sue Labonville to move the member auction from September to October 2020.
* Discussion ensued on the type of auction to have options being in person, virtual or none at all. Auction contemplated is an on-line Zoom Auction/Party with the auction for the plants running for a consecutive number of days. We would also be inviting other Orchid Societies.
* Susan Usseglio will develop an Action Plan with input and review by Adrienne Giovino.
* Vendor participation list created; Vendor donation letters have been drafted but not mailed.
* Auctria Software License has been renewed for 1 year. This software package is used for our 2 yearly member auctions.
* Adrienne has volunteered to check on the credit opportunities presented in the Auctria Software Package to see if they can work for us.
* Andrea Deachman will contact TD Bank for a credit card reader.

**Advertising and Publicity:**

* Andrew Deachman has volunteered to create an Instagram account and then post pictures of the society.

**AOS and Affiliated Societies:**

**Conservation:**

**Editorial/Newsletter:**

* Items need to be to Leigh Coolidge 2 weeks prior to the 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:**

* Need Librarian

**Hospitality:**

**Library:**

* Lee Brockmann will purchased “The Compendium of Orchid Genera” by Peggy Alrich and Wes Higgins from AOS for our Library.

**Membership:**

* Lee reported that we have 115 memberships, 170 members with 2 membership lapsed.
* It was asked if any compensation be made to members resulting from COVID-19 toward their upcoming dues. It was agreed that there would not be compensation made.

**Nominations:**

**Show:**

* It has been suggested, but not confirmed, that for the 2021 show, which will be at the Falls in Manchester, we will reuse postcard design and theme, trophies currently in house (a small placket will be placed over the old date and the new show date recorded) road signs with a date change and plant placement ribbons. We will need a new Diamond Award recipient.

**Treasurer (Cont’d):**

* Discussion on the 2021 NHOS Society Budget commenced with great vigor. After exhaustive discussion and taking into account challenges the COVID-19 Pandemic has presented, some minor adjustments were made but on the whole the proposed NHOS 2021 Budget proposed by Andrea Deachman remained intact. A motion was made by Norm Selander-Carrier and seconded by Lee Brockmann to accept the Budget, not-balanced, with agreed revisions. Motion passed. Proposed NHOS 2021 budget will be forwarded to Leigh Coolidge for inclusion in the August Newsletter.

**New England Orchid Shows:**

* Nothing at this time.

**Rik Management:**

**Show Table:**

**Website Management:**

**Miscellaneous:**

**New Business:**

* Motion made to adjourn at 02:44 PM by Andrea Deachman and seconded by Lee Brockmann. Motion was enthusiastically passed and meeting was adjourned.

Respectfully submitted by:

Susan Usseglio – NHOS Secretary