

Board Meeting September 20th 2009

Present: Bonnie Battaglia, Pam Butler, Diane Hoffman, Carole Rike, Amber McVey, Nita Musgrave.

Meeting opened at 4:17pm by Vice-Chair Carole Rike.

MINUTES: Accepted after an alteration in the first paragraph where “penalty” should be substituted for “tax return”.

TREASURER’S REPORT:

Checking account	\$46,779.14
Little Schallek ac	\$63,951.87

\$500.00 deposit check for Imperial Hotel catering cleared Chase Bank September 14th.

Maria has forwarded check payments for registration, banquet etc and these total \$1,797.90

Pam had requested that instead of some of her expenses being reimbursed, that \$50 worth of expenses be applied against her Society membership dues. Diane requested that she pay in the usual way and then accept reimbursement as it makes things simpler for IRS purposes. Diane needs a paper trail for all expenses.

Originally Pam had planned to use her charge card to pay the hotel bill and then have Diane reimburse her. However, Diane tells us we now have a Chase debit card so we can pay the hotel with that. Diane and Pam stayed on the conference call after everyone else signed off, and made arrangements for Pam to use the debit card.

Diane has found an invoice for the 2008 Ricardian, however Diane says she has not found any evidence that we have paid for the 2008 edition. She has checked the Paypal records for 2008 and 2009, the UBS records for 2008 and 2009, and the Chase Bank records for 2009. None of these accounts shows a debit for this bill. She will check with the parent Society, but it appears we are in arrears on this.

The IRS has approved an extension to file our tax return until November 15th. Diane has found that in past years, we have not accounted accurately for all our

investments and all the income from those investments. This has resulted in a need to get old year-end statements back as far as 2004 in order to fill out one of the required schedules on the income tax return. Diane now has the year end reports for 2008 and 2007 for all funds. She has 2006, 2005, and 2004 year end reports for DSW, Franklin Templeton, Putnam, and the UBS checking account. She has written directly to UBS to get them to send the 2006, 2005, and 2004 reports for the old UBS Little Schallek account. In order to avoid a lot of red tape, these must be sent to the last address of record; the last address of record is Maria Torres' ; she will send them on to Diane when they arrive. The Calvert Fund is a problem. The 2006, 2005, and 2004 reports are available. However, Wayne is still the authorized signer on the account and even though he e-mailed Diane that he had sent in the signature-guaranteed Change Authorized Signers form approximately in mid-September, Calvert has not received it. Because the deadline is getting close, Diane requested Wayne to ask Calvert to fax those statements to him, and then to e-mail them to Diane. He has not yet done this.

Diane hopes to have all reports available before the deadline so she can file a completely accurate tax return this year. If the Calvert and Putnam year-end reports do not arrive in time she will have to file the return with a letter to the IRS explaining the situation and file an amended return as soon as she gets the reports. No additional extensions will be allowed.

MEMBERSHIP: We have 491 members with 2 new members in the last 2 weeks and 2 members rejoining.

NEWSLETTER: The Ricardian will be out soon. Spring issue of Register out next followed closely by Summer.

Carole needs committee reports. Also new members and donations. Is hoping to do 2 year member profiles again with Pam's help.

Carole believes we need to look into the numbers of the Ricardian being shipped from UK as she believes that we have been shorted. Last year she believes we were 135 short. There are no packing slips or invoices so it is hard to get a handle on this. Getting extras is very expensive for the shipping. Amber said that the UK society asks her for numbers. Diane will contact Maria and ask her if she was getting invoices for publications.

CHAPTERS: The Pacific chapter is very busy. Nothing heard for some time from Fort Worth.

SALES: No news. We badly need someone who could promote sales.

ADDITIONS TO AGM AGENDA:

We need a Research Officer, Sales Officer, Book sale co-ordinator, and a Publicist.

PAYPAL PROBLEMS: Diane told us that a problem had arisen because some of the people paying for their registration through Paypal had listed raffle tickets as one of the items. Paypal has a strict rule about not being used to pay for items related to gaming. We were suspended at least twice.

Next year we have to make a decision about whether we should only sell tickets at the AGM or they should be paid for by check. For this year we could also put a message on the website explaining the situation to members so that they don't mention raffle tickets. Diane mentioned that with Paypal, the receiving account pays the fee so she would actually prefer that people pay by check.

Amber has not yet asked Jonathan if he would be interested in answering questions which are sent to the website.

WELCOME LETTER: There was a suggestion that in the welcome letter we ask for areas of interest. We could also add a line saying that we need volunteers and list what is needed. Amber commented it could also go on the google discussion group.

The next meeting will be at the AGM and the meeting after that will be on November 15th at 5pm ET
The meeting was closed at 5:25pm ET