

invoicesRICHARD III SOCIETY BOARD MEETING
03-13-2011

Present: Jacqueline Bloomquist, Wayne Ingalls,
Amber McVey, Joan Szechtman, Jonathan Hayes,
Diane Hoffman and Nita Musgrave.

A motion to approve the minutes was made by J. Hayes,
seconded and approved unanimously.

Diane has received three invoices from the UK society. They used the membership numbers provided by us and listed relevant issues of publications. However Diane does not have all the numbers of UK publications versus what we were charged for. Subscriptions start with the December issue of the Bulletin. Diane will have to notify the bank of a large transfer to Paypal. \$20,000 will be paid for invoices from 2008-2009. The third invoice will be paid after April 1st, as requested by Wendy Moorhen.

Old shipping invoices still need investigating. However, Diane does not have all the numbers. Some were before her tenure and others were not provided by Carole.

SOCIETY ARCHIVES. We still have 3 file drawers in New Orleans. Laura Blanchard may have paperwork pertaining to our arrangement with the Medieval Academy.

Many original papers pertaining to the setting up of the Society and our non-profit status are missing. Many of these papers were held by the Hogarths and they refused to turn them over. The IRS requires that we should keep the original tax

application on file.

Jacqueline will check with a friend who may possibly have some paperwork. Also she will ask Bonnie if she still retains any.

Teresa, a secretary at Rike Services in New Orleans had offered to pack up the papers there and send them to Wayne. They have not yet arrived. Laura Blanchard was going to contact her and check on progress. Wayne will contact Laura to see what she was able to find out.

A motion was made by Nita to accept the invitation of the Canadian Branch to hold the 2012 AGM in Canada. Seconded by Jacqueline and passed unanimously.

Dave Luitweiler has offered to assist since he is in upper New York State and doesn't mind taking a trip to Toronto to help with arrangements. Nita will e-mail Dave and the Canadian Branch to let them know of the decision.

This year is the 50th anniversary of the founding of the American Branch. We will certainly use this as part of the Brochure for the AGM. Joan requested a write up for the next edition of the Register. Nita will send it to her.

Jacqueline suggested that maybe Bonnie could contact the Hogarths , if they are still living, and ask if they have papers we could have.

When we renew the mail permit a primary address is needed so Amber gave them hers. The permit is issued in Louisiana so either cash must be taken to the New Orleans P.O. or a check mailed to them. Joan told us that Bookmasters say that in future we pay them and they will take care of putting money into the

permit.

When the Register is printed by Bookmasters we are uncertain whether we need to renew the permit at a P.O. near them or at Mason OH where the PO.Box is located. We also need to know whether or not we should discontinue the present permit and open a new one. Diane will try to get these questions answered when she calls the New Orleans P.O. on Monday.

Joan gave Diane Bookmasters' address for the records:

Bookmasters Inc.
30, Amberwood Parkway,
P.O. Box 388,
Ashland, OH 44805

Joan told us that the best price is for 6" X 9" 64 page format. Joan will contact them again on Monday for definite figures. It will be approximately \$1322 for printing only.

Joan said she did not have the accurate figures because they sent figures for her existing account with them. We also need a dollar amount for stuffing them in envelopes. This will probably be around 70c but Joan needs to check that this also includes the envelope.

We need to have about 10-20 extras from each mailing which should be sent to Amber. She and Pam use them for new member packets. There was a question as to whether that mailing could also be sent using the non-profit mailing number. Once the contract is signed their address can be sent to the UK society for shipping our publications there. It would be helpful if we could coordinate the printing of the Register with an expected shipment so they can be sent out together.

We need to obtain printing and shipping dates from the UK. Since Diana Lee is their business manager she should have that

information. Joan will e-mail her to ask for notification of shipping. (diana.pr.lee@gmail.com or diana.pr.lee@googlemail.com)

The next meeting is scheduled for May 14th 2011, 4pm ET