

The meeting was called to order at 1:10PM PDT

Present: Jonathan, Joan, Sally, Mary, Lisa, Diane

Jonathan said that he had received a request from the Medieval Academy proposing a 5 year renewal for the Schallek Funds. He recommended that we accept. Joan, Sally, and Diane agreed. Jonathan said that he would sign the agreement and put it in the mail.

There was a discussion regarding access to the membership database and financial spreadsheets. A plan for what to do in a disaster or in case of the incapacitation of Sally or Diane was discussed. The board made a decision to create 2 different secure areas on the Dreamhoster database, one for the membership records and one for the financial records. These would be read/write for Sally and Diane only, and read only for the rest of the board members. The board could give permission for someone else to have read only access. Lisa, as the administrator of the website could make access changes. Sally was concerned about someone making a copy of the membership information. Jonathan said that the membership information was already designated to not be used for any other purpose.

Joan said that she got some information about a non-profit accountant in Hartford, Connecticut, to do filing with the IRS. Diane said that as long as the treasurer provided correct information, the accountants would be liable if a mistake was made. She said that she would fill in the information on the spreadsheet which is similar to the tax form. Jonathan said that Joyce from the Illinois chapter has suggested that her husband, who is soon to retire as a CPA, might be interested in becoming the treasurer.

Jonathan said that he had gotten some emails about the website payment. He said Diane should write the check and Lisa should be in charge. Diane said she had written a reimbursement check to Laura for a two year renewal on February 22nd. Lisa said that she had sent a email to Laura, but had not yet received a reply. Diane said that the website was currently being hosted by Network Solutions and needed to be moved to Dreamhoster. Dreamhoster needs to receive a code to make the change.

Jonathan said he received an email from Phil Stone about members of the Parent Society receiving access to the members only section of the American Branch. Joan said that the policy had been since at least 1991 that they could. Diane said that we should make the Registers currently in the members only section available to the public a year after information was published in the interest of promoting academic freedom. She said that giving people access would make them interested in the research and they would follow up on it. Jonathan agreed with this idea. He said he would let Phil Stone know that British members would be given access and they would be provided with the passcode when a verified member asked for it. Joan suggested that we should notify the Medieval Academy of the new policy once those Registers are made available.

Jonathan asked about the chat forum, was it still in existence? Lisa said that the Yahoo chat was hardly used.

Jonathan talked about the AGM to be held in Portland. He said we needed to establish a cost and get the information out so people could start to sign up. There would be a separate cost for the banquet and separate prices for entrees. The registration fee would be \$120. There is an automatic gratuity and room tax. He said he would get the information out tomorrow. Joan said that she would have Lisa create a page on the website for the AGM. Jonathan asked about what audio-visual equipment was required. Sally listed the following: PC laptop with DVD drive, projector, screen, and a hookup to the room's audio system. Jonathan said that they do have wifi. He said that he was still trying to line up presenters. We need 3 and he has 1 already and some leads on others. Sally said that she had looked at a two person entertainment group that would cost \$400. Jonathan said the Illinois chapter was also working on it. Joan reminded up that said Maria Torres has written some plays performed at past AGM's and that maybe we could contact her to see if something could be done for the 2014 AGM.. She also suggested contacting Anne Easter Smith for some ideas about entertainment as she's involved in local theatre in addition to being a Ricardian author.

The meeting was adjourned at 2:18PM PDT