

Richard III Society, Inc. – American Branch

Board meeting minutes 11/8/2020

Present: Gil Bogner, Buffy Martin-Tarbox, Compton Reeves, Deborah Kaback, Susan Troxell, Joan Szechtman

4:00-5:15 pm Eastern

- 1) Report on Virtual GMM by Troxell
 - a) 50 tickets sold, 1 requested refund due to Zoom log-in issue, net revenue \$2,400 after Eventbrite fees paid
 - b) Speaker fees/gratuities: GBP100 paid to Matt Lewis, Amazon \$50 gift card given to Sally Keil. Hammonds donated their GBP200 fee back to the Library of the Am Branch.
 - c) Hotel still has not returned the \$2,500 deposit which they agreed to return owing to cancelation of the in-person GMM for coronavirus public health restrictions. They have asked for “patience”.
 - i) Board will re-assess for a more aggressive position in Jan/Feb 2021, including whether to file Small Claims court action. Troxell will follow up with Hotel on a weekly basis until then.
 - d) Minutes from GMM business meeting need to be posted to website.
 - i) Email sent to Jean. Also asked her to get 10/11/20 minutes from Emily Newton.
 - e) General feedback on Zoom virtual format was very positive
 - f) Troxell will send Exploratory emails to Nance Crawford and Dawn Shafer soliciting their interest re: 2022 GMM.

- 2) New Corporation Limited by Guarantee (CLG) (Richard III Society, Ltd., UK)
 - a) Martin-Tarbox sent out email blast reminding American branch members to register for CLG. Some resisted provided their DOB. CLG will accept Year of Birth alone.
 - i) Excellent “open rate” of 64% to the email blast.
 - b) Martin-Tarbox will look into revising Am Branch registration forms for new members, to include DOB, and a statement that they will automatically be registered to the CLG unless they check a box, proactively opting out.
 - i) The Membership Chair will complete those forms on new members’ behalves.
 - ii) This only needs to be done once for each new member.
 - c) Martin-Tarbox will send updated Am Branch member lists to the CLG/E-mediacy on a quarterly basis, timed to match UK publication mailings.
 - d) Board agreed that the CLG should send out their publications directly to Am Branch members to avoid delays.
 - i) The mailing costs charged to the Am Branch will be monitored.
 - e) Bogner will prepare a letter responding to Phil Stone’s re: direct mailings.
 - f) Troxell recommended Board members carefully review the proposed Articles of Association and Rules for the new CLG, to identify any impacts to Am Branch.

- 3) Kaback reported she is working with Bank of America to get updated Signature Card to reflect new chairman.

- 4) Troxell reported that Pastor Andy Hart will take up new position of Articles/AV Librarian.
 - a) Transfer of materials will be done in person, to avoid shipping costs.
 - b) Hart's contact information will be provided once transfer is completed.

- 5) Board agreed to have quarterly meetings going forward in the usual course.
 - a) Weekends are the best for everyone.
 - b) Next meeting scheduled for **Sunday, February 7, 2021, 4 pm (Eastern)**

- 6) After the meeting, Troxell deactivated the Zoom "webinar add-on" feature, with the basic Zoom Pro Package subscription to be retained.
 - a) Future talks/seminars can be used with Zoom meeting format.
 - i) Not sure if Zoom offers recording feature for meetings.
 - b) Can re-activate the webinar add-on as needed in the future.
 - c) Webinar recordings from 10/17 and 10/18 need to be downloaded for future use.
 - i) This must be done before 12/8/20.

Minutes recorded by S Troxell, 11/9/20.