

Agenda for May 16 Quarterly Board Meeting
4 pm (Eastern US)

Meeting attended by: **Compton Reeves, Deborah Kaback, Susan Troxell, Joan Szechtman, Wayne Ingalls, Gil Bogner, Andy Hart, Pauline Calkin, Justin Smith**

[Added notes to agenda are highlighted.]

New/Time-Sensitive Business:

Branches & Groups Conference on May 29

Need 1-2 volunteers to participate on behalf of Am Branch—**Wayne Ingalls volunteered.**

Will need Board's feedback on proposed Branch Rules (TBA)

Susan is preparing Am Branch Report – deadline May 9

Am Branch Bylaws will need Revisions once CLG rules are in place

UK's Proposed Loan of Sharon Kay Penman Archive to American Branch

Does Am Branch have capacity to handle loan? **What comprises the archive?**

If so, Am Branch interested in receiving loan? **What is the nature of the loan—permanent, outright gift, etc.?**

We have no Gift or Loan Policy at the moment.

Andy Hart has forwarded 3 templates. Susan has asked Gil and Compton if they could look at these, and give their recommendation to the Board as to which template looks good for us.

Recommendations from Laura Blanchard to share with the UK people—Society for Penman?—**Contact Laura Blanchard because of her work on the Edward IV Roll and work with archive libraries.**

Website redesign

Dreamhost or Neon?—**Dreamhost**

If Dreamhost, Cheryl submitted her work proposal – need Board feedback—**Cheryl approved to do redesign.**

If Neon, we need to cost it out & get their proposal

Website Redesign Team—**Team members: Cheryl Greer, Lisa Holt-Jones (webmaster), Susan Troxell, Wayne Ingalls, Joan Szechtman.**

Am Branch's 60th Anniversary Year (we were founded in 1961)

UK expects Am Branch to submit Article for *Ricardian Bulletin*—**Wayne Ingalls will compile a summary article for the September Bulletin and American Branch publications.**

Any ideas on how to celebrate/memorialize/promote?

Vacant Am Branch positions – Secretary (director position), Sales, Book Reviewer, Chapter Coordinator (?)—**Justin Smith voted in as secretary.**

How do we address all these vacancies?—**Per section 5.5 of our bylaws: Vacancies: A vacancy that occurs in any office following the GMM will be filled by appointment of the Executive Board.**

Note: *Ricardian Bulletin* gives Secretary as our main Branch contact

Do Bylaws need to be Revised to address situation where someone goes AWOL?—**May need further discussion if bylaws section 5.5 is not currently adequate.**

2022 GMM – Place, Date & Mode (*Per Bylaws, the Chapter Coordinator determines the date and location of the GMM, but have we heard anything from Nita on this? Is Nita still our Chapter Coordinator?)—**Don't think Nita has been involved with any of this recently. Do the bylaws need to be modified here as well?**

Should we poll membership on whether they want in-person? Virtual?
Final details of the GMM must be published no later than April 2022
Bylaws need to be amended to clarify that GMMs can be conducted virtually—**there is no mention in the bylaws regarding virtual GMMs(see section 4.1.2).**

New Position to be Created: On-Line Event Programmer Susan proposes the Board should create a new committee position – someone who will create/admin/host Zoom meetings and webinars, and use event management tools (Eventbrite) for ticketing. **(Tabled for next meeting.)**

Open/Ongoing Business:

Potential loss to fiction library—**keep open.**
Status of CLG Registrations (79 were still unregistered as of Feb '21)—**44 still unregistered.**
Status of Direct Mailings from UK—**keep open.**
Sales of Carson Mancini Book—**47 sold out of 75 ordered.**
Data Protection Issue with Neon requiring SSN from Branch contact(s) **Resolved.**
5-year Strategic Plan—**open.**
BOA signatory bank card —**open.**
Angel Award—**what should the donation level be for award? \$500?**
Dickon Award Plaque for Cheryl—**dozen white roses sent, plaque on the way.**
Gift Policy to be drafted (Justin Smith gift)--**open**
promoting Schallek Award —**open**
getting more submissions to our publications—**open**
Changing to bi-monthly board meetings.
Tax Return—bookkeeping service got an extension. Need Gil's signature.

Meeting concluded. 6:30 PM, est.
Next Zoom meeting July 18, 2021 at 4:00 PM, edt.