

09 11-2022 Bi-monthly Board Meeting

Start time: 4:05 PM (Eastern) by Zoom

Attendees: Susan Troxell, Wayne Ingalls, Compton Reeves, Deborah Kaback, George Usher, Joan Szechtman

[Meeting notes are highlighted.]

New/Time-Sensitive Business

Last ditch efforts to promote attendance at our GMM – No one has volunteered for the Vice Chair position.

What is the poor attendance telling us? – Maria Torres had indicated that she intends to come but has not registered yet. We are getting some feedback indicating some are putting off registering early because of pandemic concerns and other personal issues. So far 19 people have register for Zoom attendance and 18 in person. George may have some issues and will need backup to handle registration and hotel contact for meals, etc. Liz and Susan are already doing some of it and are in the loop, so most locally the likely backups.

Survey membership on this? [See Goals for 2023-24 below] – Board should probably request feedback from both in-person and Zoom attendees. Should we create a form? Maybe something basic like asking for what they liked, didn't like, and suggestions?

Nominations for Directors & Officers – Sally Keil nominated for Secretary. Carole Bell, Mary Miller, and Joan Szechtman for Directors at Large. We do not have a nominee for Vice Chair at this time.

Getting Ballot Out via Email and/or US Mail – There is still time to get the ballot mailed with the registers if we have all the information. Otherwise, it will have to go in a separate mailing.

Need short bios – have some, waiting for others.

Should we “co-opt” someone to fill empty Officer positions? – Perhaps it would work best if we contact the chapter chairs and ask them if anyone in their chapter might be interested.

Motions & Resolutions for upcoming GMM

Passing 2022 Bylaws – ✓

Approving 2020 GMM Minutes – ✓

Approving 2023-24 Budget [updated dues] – expect an increase UK dues in 2024, so we won't increase dues this year, although we are seeing printing and mailing costs rising.

Voting in Incoming Directors & Officers – Votes:

Proxy votes: mail & email

In-person: live & Zoom

Vice Chair: no one nominated, if someone volunteers after the ballots go out, then will be voted on during the GMM business meeting by those attending in-person and Zoom.

Resolutions: no provision in bylaws for resolutions to appear on the proxy ballot; therefore, any votes on resolutions will be from those attending in person and Zoom.

Anything else? – Send proxy ballot, budget, bylaws, etc. to Joan so she can assemble the documents for Sun Graphics to print and mail with Registers if we can get them ready in time. Otherwise, they will have to be mailed separately.

Dickon Award Plaques – Wayne has ordered the plaques and the proofs look good.

Status of our membership #s and trends (Wayne) – While there have been some new people joining, the numbers were canceled by other members ending their membership, mostly due to economics. Will discuss a non-CLG tier at the GMM to determine interest and will poll the membership to see if there's interest.

Current balance in our checking & Vanguard accounts (Deborah) – Currently about \$150,000, but due to market fluctuations, this number changes almost daily. This is for special projects such as the Wallace Collection that we recently donated to and an amount should be designated in the annual budget.

GMM budget - need to know what expenses will be charged to Branch general fund – Susan and Deborah to work out GMM budget.

Due: 6 weeks before GMM (Sept 17th)

Branch may have to pay out \$3,000-\$6,000

GMM Reports are Due!!

Quick overview of 2021-22, any “lessons learned” and what future will bring

What departments have closed (Sales Dept indefinitely closed, but could be reopened)

Chapters Coordinator – will we get a report? – Wayne has tried to contact listed chapter coordinator but has not heard back.

Other items needed for GMM

Treasurer's Report – Deborah will work on it.

Proposed 2023-24 Budget (may be impacted by Goals)

Are we going to raise/cut/keep same the Annual Dues from members for 2023-2024 – Keep the same.

Bulk order of Kincaid's 3rd ed of the Buc document (Wayne) – Not published as yet. Once published, Wayne will work out whether a bulk order or direct ship to each member is most cost effective.

Wallace Collection Exhibit goes “live” – Open to public and free to members to attend. If we know anyone who's going to London, we should alert them about this exhibit. The American Branch should be listed as a sponsor for the exhibit.

Movie Promotion – in exchange for free tickets?

Better promotion of “Amazon Smile” program

What should the goals be for 2023-2024? (see list below)

List of Potential Goals for 2023-2024 (needs to be whittled down to 2-3) - almost all of these are meant to increase and diversify our membership. With any goal, we must think carefully about how much volunteer time will be needed and who will be shouldering the workload. We must be realistic and know our strengths and weaknesses.

Create/improve our Events

Program of Zoom talks – Tobias Capwell has agreed to do a Zoom talk for us on the Scoliosis medieval Warrior, and Compton will give a Zoom talk of his GMM Morris McGee presentation. Going forward, the American Branch will look to schedule free Zoom lectures for our members and to attract speakers, we will pay speaking fees.

Make GMM better attended

Group trips to UK or within USA (are groups even viable, post-covid?)

Outings to see Philippa Langley Movie

Improve our On-Line / Social Media Presence

Create Twitter, IG accounts – **Matt Lewis in very active on Instagram.**

YouTube channel

Video archives on our r3.org website

Improve Chapter activity & local presence

Do we need a new Chapters Coordinator? – **Yes, needs discussion as to how to find a volunteer.**

Perhaps contact current chapter chairs and ask them if they know anyone within their chapter to be chapter coordinator.

Improve Outreach to Schools & Colleges – **We'd need someone who understands curricula to work on this project.**

Essay contest for High School students (needs a qualified panel to review entries) – We don't have the staff to review the student's work.

Undergraduate bursaries

Organize a Special Project using Schallek Special Projects Fund – **Now part of budget going forward.**

Artifact Preservation

Research Project ("**Ruby Appeal**" Campaign- **Richard III & Yorkist History Trust**)

Promotional Activities at Third Party events

Presence at the UK's AGM

Presence at medieval history conferences

Presence at performances of Shakespeare's play

Increase our Presence in the Ricardian Bulletin

More frequent "news items" there

Refresh & Bulk up our Publications (Register & Chronicle)

Improve Financial Controls

Audits every 2 years

Improve efficiency of Board work

Get more use out of the shared Google workspace

(for instance, uploading the Medieval Academy of America contracts)

Membership Survey & Long-Term Strategic Plan – **Need to work out what the survey should look like. The UK's survey was hired out to a professional survey group and it cost them about £4000.**

Increase our Volunteer pool

Cultivate new Donors and create Gift Policy

Meeting ended at 6:00 pm (Eastern)

Next Meeting at GMM, Oct. 29, 2022 at 3:15 pm eastern