

**Minutes of the Board Meeting
Richard III Society – American Branch
December 17, 2023 4pm EST**

The meeting was called to order by Susan Troxell, Chair. The following were in attendance:

Mary Miller
Wayne Ingalls
Susan Troxell
Deborah Kaback
Carole Bell
Sally Keil
Compton Reeves

The Minutes from the prior meeting were accepted and have been uploaded to the Google Drive.

Treasurers Report

Deborah Kaback reports that we have \$68,000 in our checking account, and after we paid the UK bill for 2023-24 (\$23,000), we would have roughly \$45,000 to take into 2024 as cash on hand, basically, as our cash reserve. Coming due in January 2024 are payments to Penn E201 team (\$1,000 owing to Emily Steiner, \$750 to Noal Nikolsky, and \$375 to Ariel Bates). Susan brought up the issue with Noa Nikolsky who is having a hard time getting contracts approved with UPenn as she is an international student; she and Emily Steiner are trying to think of a work-around and will let Susan know. Board agreed that Susan could send an email to Noa saying she will be paid as per the Phase One contract, and not make her sign a Phase Two contract (which has the same pay scale and terms).

Various issues were identified with the prospect of raising American Branch dues, including the following: whether to raise the dues incrementally or at one time to cover the full amount of the UK increases; whether to reduce "family membership" to just one tier; impact of increases on retaining new and long-term members; whether we should bind future American Branch Boards to a long-term agreement with the UK; consideration of when American Branch last raised dues (2013); need for a clear Agreement with the UK to avoid future misunderstandings when new board members/officers enter office; need to avoid overly complicated administration and work within the limits of our membership database software; need to do a Financial Analysis to come up with proposed increases that would allow American Branch to pay its operating costs from dues rather than relying on donations. Wayne, Deborah and Susan will form a Working Committee to crunch the numbers and see how much we need to increase dues. The Board will have to submit a Motion at the 2024 GMM for vote, so this financial analysis is important. Deborah said she will consult our CPA/bookkeeper to help

The Membership Chair report

Wayne Ingalls reported that the current number of members is 461. He reported that the American Branch now has an X account (formerly Twitter), a private YouTube channel and a Blue Sky account, in addition to our website.

The Edward IV Roll Project

A Zoom presentation on the current status of the Project was conducted by Dr Emily Steiner, faculty advisor to this project, at the Free Library of Philadelphia for their Special Collections librarians and members of the American Branch of the Richard III Society. Susan Troxell attended in person; Sally Keil

via Zoom. It was an exciting presentation to be able to see the roll and hear first hand the work that is ongoing. The FLP will reference the sponsorship of this project by the American Branch in their PR for this project. This will put a 'feather in the cap' of the American Branch as we become more recognized by the medieval manuscript world.

Zoom Lecture Series

The lectures scheduled for 2024 were announced by Susan Troxell. In February Sally Keil will present on Heraldry, Blazonry and the Plantagenets; the FLP will give a presentation on the completion of the first phase of the Edward IV Roll project in April. In July Compton Reeves and Susan Troxell will lecture on the anniversary of the joint coronation of Richard III and his queen Ann Neville held in July 1483. Marie Barnfield, UK Research Officer, will do a talk in August on the itinerary of Richard as duke of Gloucester.

The Chair's Report

Susan reported the many successes of the American Branch in 2023:

- Huge increase in membership #s
- American Branch zoom talks
- Creation of Twitter & private YouTube channel
- Local Chapter activity - Tidewater is active again!
- Special Project - FLP Lewis MS E201
- Promotional activities at 3rd party events - Stratford Shakespeare Festival
- Increased presence in the UK's Ricardian Bulletin
- Increased presence at the UK's AGM
- Secured a new Editor
- New Donors & Gift Policy
- Much better communication with CPA/bookkeeper

Mary Miller said this list should also include the highly successful [Tix Pix campaign](#).

Compton Reeves suggested that these successes be put into the next issue of the Register.

It was agreed by the Board to permit chapters to use the Society Zoom account, to enable them to hold meetings longer than 30 minutes. We will monitor this and if any issues/problems arise, we will address them at that time.

Next Board Meeting Topics

- Policy on how to use the Vanguard Account
- Book Club
- Registered Agent in NY - need to replace the existing one who is no longer a member
- Financial Adviser: still an open question, sas Deborah has not had the opportunity to talk to Susan's contact.
- Volunteers needed for Chapter Coordinator & Public Relations

Reminder: 2023 Annual Reports from Wayne, Deborah and Susan will be due February 1st, 2024.

The next meeting of the Board will be on February 11, 2024 at 4pm.

Respectfully submitted,
Sally Keil
Secretary