

Minutes of the Board Meeting
Richard III Society – American Branch
June 18, 2023 4pm EST

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

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

It was requested that the financial statement addendum to the Minutes of the April meeting be deleted. Once done, the Minutes would be accepted. That has been done and the edited Minutes have been uploaded to the Google Drive.

Treasurers Report

Susan, Wayne and Deborah met with our accountant Anthony Cappola of Wojeski & Co (based in Albany NY), via Zoom in June to review the Branch's financials and ask a number of questions. Susan reports that the federal taxes have been filed and the New York state filings are yet to be filed, but will be done electronically. Deb said she would confirm this. Deb reports that it is a straightforward process to withdraw funds from our Vanguard Bond Fund account, should we need to do so. Deb is going to look into linking our Bank of America checking account with the Vanguard account so that should we need to withdraw funds, these funds may be electronically transferred to our checking account. Deb also stated that we have the authority to withdraw funds from the Shallek fund. Susan pointed out, however, that the accountant confirmed that we do not have to report anything about the Shallek fund on our financials as they should be carried on the books of the Medieval Academy of America. Thus, withdrawing any monies from it might be problematic from a reporting perspective.

Deborah reported that she reviewed/approved the Jan-April 2023 Reports prepared by Wojeski (balance sheet, profit/loss, treasurer's report), which were circulated to the Board via email along with the Agenda. As of May 1, there was approximately \$55,000 in the Checking account and \$154,000 in the Vanguard account. Deborah said the big bill from the UK for dues/overseas mailings will be forthcoming sometime after Oct 2, 2023, when the UK's membership cycle begins. It is roughly estimated that dues will be \$12,000, with overseas mailing charge around \$6,000, for a total of \$18,000. The final amounts depend on how many members the American Branch has as of Oct 2, 2023 .

The Membership Chair report

Wayne Ingalls reported that the current number of members is 378. A discussion ensued regarding non-American Branch members (but members of the Society) requesting any of our publications. It was agreed that, as Jane Trump is the Branch Liaisons Coordinator for the Society at large, and she has the American Branch membership password to our website to be able to access and download any of our publications, any future request by a non-Branch member be referred to Jane. We will continue to monitor this to see if it grows into a larger issue requiring further discussion.

The Edward IV Roll Project

Dr Emily Steiner of the U of PA has recruited two students to begin the paleographic transcription work on this project: Ariel Bates and Noa Nikolsky. They have both signed the agreement (agreement attached as an addendum to these Minutes) outlining the work they are to do and how they are to be paid. Deb reports that checks have been sent to them both for the initial ½ payment. The project has begun!

Public Relations Update

Wayne Ingalls reported that the private (non-listed) videos from the GMM and our Zoom lecture Series have now been linked to the Members Only section of our web site. He also reports that we have 108 Twitter followers and that the info about the Edward 5th window project got good reception. It was requested that anyone seeing appropriate copy that might be of interest to our members to please pass it along to Wayne for posting.

Regarding recording Compton Reeves' upcoming Zoom Lecture Series talk: as there is possible concern regarding rights to do so, it was decided to record but not upload his talk, pending approval to do so.

Regarding how to maintain the momentum we picked up as a result of our promotion of the Lost King movie, two ideas were presented: Compton suggested that a Zoom lecture talk be given on July 6th regarding the coronation of King Richard III. He said that he has a copy of the definitive work on that event, written by Sutton & Hammond. Mary suggested that people upload pictures of their favorite Ricardian items, or photos of them in their medieval dress, to our social media outlets. The idea of 'Watch Parties' of the Lost King movie via Amazon Prime was also suggested. It's thought that until The Lost King is offered free on Amazon, Watch Parties will not be allowed. It is an idea to be explored in the future.

Two possible ideas for our Zoom Lecture Series for 2024 were raised: Compton's idea of a talk on July 6, 2024 on Richard III's coronation, and Joan's idea that when authors submit articles for possible publication, that they be asked if they would also like to give a talk on their article.

The Chair's Report

Susan reported on various follow ups from the last Board meeting:

Completed 'to do's':

- Branch website now has a link to our YouTube videos library
- The idea of a 'Book of the Year' award was tabled.
- Wayne wrote the article about TixPix campaign which was submitted to Ricardian Herald
- Susan talked to Dawn Schafer re: Centenary observation at GMM
- Meeting with the Accountants was held (see Treasurers Report)
- Laura Blanchard supplied updated Funding Request for E4Roll. Qualified individuals to do transcription, & translation have been successfully recruited to the project.
- Susan met with Dr Emily Steiner, Dot Porter & Laura Blanchard to firm up all E4 Roll project details

Items still outstanding:

Wayne is to write a Proposal to Board about the 'Refer a Friend get a Discount' campaign

Next Board Meeting Topics

Please consider the following subjects in preparation for the next Board meeting:

Book Reading Club

Ideas for a July 6 2024 Centenary Celebration

2024 Zoom Lecture Series speakers

The next meeting of the Board will be on August 20, 2023 at 4pm.

Respectfully submitted,

Sally Keil

Secretary

ADDENDA - STUDENT TRANSCRIPTION AGREEMENTS ON E4 ROLL PROJECT (See GOOGLE Workspace Shared Drives/Board Files/Special Projects for the .pdfs of the Agreements signed by Ariel Bates & Noa Nikolsky. The following is a cut/paste from Nikolsky's agreement).

EDWARD IV ROLL TRANSCRIPTION/TRANSLATION PROJECT
STUDENT TRANSCRIPTION AGREEMENT - Page 1 of 2

This is an Agreement between the Richard III Society, Inc. (American Branch) and the Undersigned for the transcription of Free Library of Philadelphia MS Lewis E201 (aka Chronicle of the History of the World from Creation to Woden, with a Genealogy of Edward IV). Work to be performed under this agreement includes the first section of the digitized image of the manuscript as shown on the OPenn server https://openn.library.upenn.edu/Data/0023/html/lewis_e_201.html) and as much additional material as can reasonably be transcribed/translated within the allotted time period.

The Undersigned agrees that they will do the following:

1. Will undertake the paleographic transcription of MS Lewis E201 beginning on June 1, 2023 and ending on July 31, 2023 or up to a maximum of 50 hours;
2. Will submit to Dr Emily Steiner a bi-weekly summary of the hours used to do such work;
3. Will submit their work for quality review by Dr Emily Steiner before receiving compensation at the intervals identified below;
4. Will submit a W-9 or W-8 taxpayer identification form to the Richard III Society, Inc.;
5. Will prepare a non-technical report describing their work to be published in the American Branch's newsletter, website, and/or journal; and
6. Will return any unearned funds to the Richard III Society, Inc. should the Undersigned not fulfill the terms of this Agreement.

In exchange for the above, the Richard III Society, Inc. agrees to the following: 1. Society will pay the

Undersigned a total of \$750 for said transcription work, as follows: a. \$375 will be paid on
June 1, 2023

b. \$375 will be paid on July 31, 2023 or after 50 hours of work, whichever comes first.

2. The Society will issue an IRS Form 1099 to the Undersigned as an independent contractor.

This is a "Proof-of-Concept" undertaking, part of a multi-phase project for transcribing and translating the entirety of MS E201. A rate of \$15 per hour is agreed to be an acceptable market rate for paleographic work. The Undersigned understands that they do not own intellectual property rights in the project. The Richard III Society, Inc. is an exempt organization as described in Section 501(c)(3) of the US Internal Revenue Code, EIN 23-7089090.

I, the Undersigned, agree to the above: Agreed on behalf of Richard III Society, Inc. Print Name:

Print Name: _____

NOA NIKOLSKY

Sign & Date: _____ Sign & Date: _____

06 June, 2023

Mailing address:
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