

**BONSAI SOCIETY OF PORTLAND  
BOARD MEETING NOTES  
November 7, 2016**

The meeting was called to order by President Lee Cheatle at 6:58 pm.

Present were Lee Cheatle, Steve Leaming, Michael (Lime) Allen, John Thomas, Jan Hettick, Phil Harden, and Patty Myrick.

Minutes - the October minutes were approved as amended.

## **BOARD REPORTS**

### Treasurer

John presented three documents:

1. An Income Statement for September 2016 showing a net revenue of (\$1,960.06). There was a large expense for the month of \$1,314 for mentorship trees. Also, income was down because we did not have an auction.

2. An Income Statement for October 2016 showing a net revenue of \$619.43.

3. A revised financial statement for the Fall Show showing a net revenue of \$6,032.26.

### Membership

Jan reported a total of 331 members. Over the past 12 months we have had an 82% retention rate.

### Programs

November's program will be Danny Coffey from North Carolina. He will be doing critiques on member's trees.

## **COMMITTEE REPORTS**

Auction - We need to find someone to manage the auction so John can focus his time on finance. John will continue as Auction Manager until Lee finds a replacement.

Newsletters - No new business.

Website Update - Karl Holmes sent a report to Jan on the status of the website update. Jan will forward the report to board members. It was suggested that the Membership Discussion area of the website be brought to the attention of membership as it is not being utilized.

Hospitality - No new business.

Library - A new computer has been purchased and the library software works well on it. The old computer will be put in the raffle. Barbara Devitt and Karen VunKannon will be working on reorganizing the shelves. Inventory will be done by Jan some time in December.

Mentorship - Lee reports good attendance at the two Mentorship 101 classes, there have been six people at each meeting to assist with 15 or 16 students. Lee purchased a large quantity of trees for mentorship because he found several excellent bargains. Mentorship is also purchasing shears and wire cutters so each student is assured to have them for the class.

Heritage - Bob Laws has contacted Lee and let him know that the Heritage program is still not accomplishing all that he had intended it to do. He would like the program to have more visibility within the club and he also would like to see more availability of a watering program for members if they are ill. There was some discussion that a vacation relief watering system could be set up as an off-shoot of the Heritage program.

Fall Show - John reported that he has arranged rental of the Milwaukie Center on October 20 and 21, 2017 for the Fall Show. The question was raised about using the 2017 fall show as a two-day show practice run for the 2018 Rendezvous. It was mentioned we should have workshops at the 2017 Fall Show even if the show is still only one day. We would need to have more space, but it was clear at the 2016 show that we need more space for the 2017 show even if the format of the show is not changed. John will check with the Milwaukie Center to see if we can rent the entire building for a two-day show. Discussion to continue.

2018 Rendezvous - The Rendezvous committee is narrowing in on the program. Lee is researching tent rental for extra space.

## **OLD BUSINESS**

On-site storage shed - John is working on purchasing a shed.

Purchase of small banner - Steve is working on purchasing the banner.

Nominations Committee - the nominations will be voted on at the November meeting, installation at the January meeting. It was noted that the January Business Meeting needs to have minutes taken.

Location for Spring Show - Nothing new to report.

Yearout Juried Show - Nothing new to report.

Holiday Party - December 11, 2016. Need to get the website set-up to sell tickets, will also sell at November meeting. We will not print actual tickets, just take a list of names. John will contact the Milwaukie Center about getting a liquor license for the event. Lee will write a special article for the newsletter to educate our newer members about the Party.

## **NEW BUSINESS**

Graphics for Website and 2018 Rendezvous - Jan asked Scott Elser if he was interested in working on these graphics. He said he is interested in creating the logos and he will not charge us for his services.

Microsoft Office 365 - We have purchased the software. It will serve 5 computers and 5 tablets. One is loaded on the library computer, Jan will also load it on her computer.

Annual Meeting January 24 - Board reports to be presented.

The meeting was adjourned at 8:34 pm

Respectfully Submitted: Patty Myrick, November 14, 2016