BONSAI SOCIETY OF PORTLAND BOARD MEETING MINUTES August 7, 2017

The meeting was called to order by President Lee Cheatle at 7:12 pm.

Present were Board Members:

President Lee Cheatle
Vice-President Membership
Treasurer John Thomas
Secretary Patty Myrick

Vice-President Programs Michael (Lime) Allen was absent.

<u>Minutes</u> - the minutes for the June 5, 2017 Board Meeting were approved as modified. The minutes for the June 27, 2017 General Meeting (vote on amendment of Constitution and ByLaws) were approved as modified.

BOARD REPORTS

Treasurer

John presented an Income Statement for June 2017 showing:

Net Revenue \$(828.60)
Total Assets \$39,334.66
Mentorship Fund Balance \$396.95
Library Fund Balance \$1,150.34

Also an Income Statement for July 2017 showing:

Net Revenue \$(6.42)
Total Assets \$37,806.64
Mentorship Fund Balance \$22.95
Library Fund Balance \$1,150.34

July does not include the recap for the Kusamono workshop, John needs to get more information from Scott Elser.

Membership

Jan reported a total of 361 members. The renewal rate has been running about 80%. The retention of new members has been 50% to 60%. We had 8 guests at the June meeting.

Programs

Lime was spending the day with Ron Lang, who was visiting the area. Ryan's programs will possibly continue an additional two months to complete a full yearly cycle of tree care.

COMMITTEE REPORTS

Auction - Toni Martin

Databases - Jan Hettick

Fall Show - Lee Cheatle

Heritage - Steve Leaming and Brandon Myren

Hospitality - Patty Myrick

<u>Library</u> - Barbara Devitt - Need work party to add new books to the database, probably in September.

Mentorship - Lee Cheatle, George Biddle, and Brandon Myren

<u>Newsletter</u> - Peter Pelofske - the newsletters are getting too large to email, **Jan** will talk with Peter about limiting the number of pictures included.

Photographer - Brian Lonstad

Raffle - Harold Yearout

Social Media - Scott Tice

Speaker Coordinator - Keith Wingfield

Spring Show - Scott Elser

Webmaster - Karl Holmes

2018 NW Bonsai Rendezvous - Lee Cheatle & Jan Hettick

OLD BUSINESS

The Milwaukie Center Schedule for 2017 that we have does not include the picnic on August 12 or the Fall Show in October. **Jan** will contact them to verify that the spaces are reserved for those dates.

<u>Lease Negotiation</u> - We have received a proposed lease from the Milwaukie Center. Several issues were discussed as follows:

- 1. Facilities Use Purpose of Use should include not only Meeting but also Class, Banquet, Minors in Attendance, and possibly Other. Only Meeting is marked on the proposed lease.
- 2. Need General Liability and Automobile Liability insurance riders. Also an endorsement naming the Clackamas County, et al. as additional insureds. **John** will review our insurance policy and make adjustments as needed to comply.
- 3. No adhesive tape or candles permitted, need to get permission to use the blue tape.
- 4. Need to get a list of the room occupancy limits from the Milwaukie Center.
- 5. Item 2. County Reserved Rights. this section is poorly worded, need to clarify.
- 6. Exhibit A Schedule the Rendezvous should be removed from the schedule as it is under a separate contract. The hourly rates should be written within the body of the contract with an addendum listing the dates and hours of use.

Jan will write a letter in response addressing these issues and send it to board members to review.

On-site storage shed - Lee and Lime will get the gravel, **Lime** will put the second coat of paint on the shed. We may not need a shelf.

Pool Table Covers - Lee will discuss with Lime.

Future Board Meetings - September 11, October 2, November 6

The meeting was adjourned at 8:17 pm.

Respectfully Submitted: Patty Myrick, August 10, 2017

BSOP INCOME STATEMENT JUNE 2017		8/7/2017			Checking Account		6/30/2017
					Beginning Balance	\$	19,691.61
NCOME	1				Additions	\$	3,463.53
Dues:			\$	480.00	Payments Checks	\$	(2,362.03)
New	\$	60.00			Payments Credit Card	\$	(4.95)
Renewal		420.00			Checks Outstanding	\$	(1,165.00)
Directory	\$	-			Ending Balance	\$	19,623.16
Auction:			\$	2,299.50			
General Fund	\$	2,299.50			CD Account	\$	10,651.43
Mentorship							
					Savings Account	\$	4,000.07
Raffle:			\$	99.00		-	
General Fund					Total Cash On-Hand	\$	34,274.66
Mentorship	-	59.40				1	
Library	\$	39.60			2018 Convention Loan	\$	5,060.00
					TOTAL ASSETS	\$	39,334.66
Payments:			\$	-		-	
Mentorship						+	
Mentorship						-	
Donation	\$	-			General Fund		
	_	40.00		42.00	Supplies	\$	4.05
Hospitality	\$	42.00	\$	42.00	WEB Page	\$	4.95
TOTAL	\$	-	\$	2 020 50	Total	\$	4.95
TOTAL			\$	2,920.50	Total	Ş	4.95
					Mentorship		
EXPENSES					Supplies	\$	265.00
Rent			\$	500.00	Total	\$	265.00
General Fund	-	400.00				_	
Mentorship	\$	100.00				_	
			_		Hospitality	-	70.60
Speaker Fee			\$	1,100.00	Supplies	\$	78.63
General Fund	<u> </u>	1,000.00			Tabal	-	70.62
Mentorship	\$	100.00			Total	\$	78.63
			_	348.58	Library	-	
Expenses General Fund	4	4.95	\$	348.38	Books	\$	_
	-				Total	\$	
Hospitality	-	78.63			Total	٦	
Library Mentorship	-	265.00			Due Sellers	-	
Fees	٦	203.00	\$	42.52	Brouhard	\$	80.00
Square	¢	31.90	٧	72.32	Eads	\$	7.20
Stripe		10.62			Kinzle	\$	96.00
Due Sellers	1	20.02	\$	1,758.00	Laws	\$	16.00
Duc Jellets	-		7	_,	McDonald	\$	1,322.00
TOTAL	-		\$	3,749.10	Parham	\$	70.40
101712	-		7	-,	Pelofske	\$	78.40
NET REVENUE		va-=	\$	(828.60)	Polito	\$	40.00
			· -		Sigourney	\$	48.00
					Total	\$	1,758.00

June PAYMENTS					
Check Number	Date	Vendor	Purpose		Amount
 1660	6/6/2017	Patty Myrick	Hospitality Sup	\$	78.63
1661	6/6/2017	Milwaukie Center	Rent	\$	500.00
1663	6/20/2017	Randy Knight	Trees Mentorship	\$	265.00
				ļ.,	
 1665	6/27/2017	Bonsai Mira	Speaker Fees	\$	1,000.00
 Prevoious Outstanding	Paid			\$	518.40
TOTAL PAID				\$	2,362.03
OUTSTANDING					
CHECKS					
1619	3/11/2017	International Bonsai	Back Issues	\$	10.00
1625	3/28/2017	Karen Vunkannon	Library Book	\$	35.00
 1648	5/3/2017	Timothy Smith	Apr Seller's Share	\$	20.00
1662	6/20/2017	Alan Robson	Mentorship speaker	\$	100.00
1664	6/21/2017	Robert Wofford	2018 Conv	\$	1,000.00
TOTAL OUTSTANDING				\$	1,165.00
Credit Card					
	5/10/2017	Sentry Login	Web page	\$	4.95
TOTAL CREDIT CARD				\$	4.95
			•		
				-	
				-	
			-		
				1	

Revenue Expenses Net 12/31/2015 Revenue Expenses Net 12/31/2016	\$ \$ \$ \$	1,858.80 1,076.15 782.65	\$	935.17
Expenses Net 12/31/2015 Revenue Expenses Net	\$ \$	1,076.15	\$	1,717.82
Expenses Net 12/31/2015 Revenue Expenses Net	\$ \$	1,076.15	\$	1,717.82
Expenses Net 12/31/2015 Revenue Expenses Net	\$ \$	1,076.15	\$	1,717.82
Net 12/31/2015 Revenue Expenses Net	\$		\$	1,717.82
Revenue Expenses Net	\$	782.65	\$	1,717.82
Revenue Expenses Net			\$	1,717.82
Expenses Net				,
Expenses Net		2,640.60		
Net		(3,869.31)		
	\$	(1,228.71)		
1//31//1111	Ų	(1,220.71)	\$	489.11
			Ş	409.11
Revenue	\$	1,232.80		
\$ 195.00		,		
\$ 455.40				
\$ 392.20				
\$ 64.80				
\$ 66.00				
\$ 				
\$ 				
Expenses	\$	1,324.96		
\$ 200.00				
\$ 100.00				
\$ 235.00				
\$ 224.96				
\$ 100.00				
\$ 465.00				
\$ 1,324.96				
NET	\$	(92.16)		
6/30/2017			\$	396.95
				Market and the second
\$ \$ \$ \$ \$ \$ \$	\$ 59.40 \$ 1,232.80 Expenses \$ 200.00 \$ 100.00 \$ 235.00 \$ 224.96 \$ 100.00 \$ 465.00 \$ 1,324.96 NET	\$ 59.40 \$ 1,232.80 Expenses \$ 200.00 \$ 100.00 \$ 235.00 \$ 224.96 \$ 100.00 \$ 465.00 \$ 1,324.96 NET \$	\$ 59.40 \$ 1,232.80 Expenses \$ 1,324.96 \$ 200.00 \$ 100.00 \$ 235.00 \$ 224.96 \$ 100.00 \$ 465.00 \$ 1,324.96 NET \$ (92.16)	\$ 59.40 \$ 1,232.80 Expenses \$ 1,324.96 \$ 200.00 \$ 100.00 \$ 235.00 \$ 224.96 \$ 100.00 \$ 465.00 \$ 1,324.96 NET \$ (92.16)

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IDD 4 DV/2 /4 /0047				
LIBRARY(7/1/2017):				\$ 566.75
Ending Balance		12/31/2014		
2015		D	\$ 723.20	
2015		Revenue	\$ 87.93	
		Expenses	\$ 635.27	
- 1 1		Net		\$ 1,202.02
Ending Balance		12/31/2015		
			\$ 1,296.40	
2016		Revenue	\$ 1,183.57	
		Expenses	\$ 112.83	
		Net		\$ 1,314.85
Ending Balance		12/31/2016		
2017		Revenue	\$ 215.20	
Jan		10.00		
Feb		23.60		
Mar	\$	54.80		
Apr	\$	43.20		
May	\$	44.00		
Jun	\$	39.60		
Net	\$	215.20		
		Expenses	\$ 379.71	
Jan	\$	-		
Feb	\$	-		8,
Mar	\$	186.22		
Apr	\$ \$ \$	_		
May	\$	193.49		
Jun	\$	-		
Net	\$	379.71		
		NET	\$ (164.51)	
Ending Balance		6/30/2017		\$ 1,150.34

BSOP INCOME STATEMENTJULY2017	-	8/7/2017			Checking Account		7/31/201
INCORE	-				Beginning Balance	\$	20,788.1
INCOME	-]		Additions	\$	560.3
Dues:	-		\$	600.00	Payments Checks	\$	(1,256.2
New	-	60.00			Payments Credit Card	\$	(4.9
Renewa	-	540.00	-		Checks Outstanding	\$	(1,992.4
Directory	\$	-			Ending Balance	\$	18,094.9
Auction:			\$	-			
General Fund	I Ş	-			CD Account	\$	10,651.5
Mentorship	-		-				
Raffle:	-		4		Savings Account	\$	4,000.1
General Fund	-		\$	-			
					Total Cash On-Hand	\$	32,746.6
Mentorship							
Library	\$	-			2018 Convention Loan	\$	5,060.0
D	-				TOTAL ASSETS	\$	37,806.6
Payments:	-		\$	-			
Mentorship							
Mentorship							
Donation	\$	-			General Fund		
Hospitality	<u></u>		_		Supplies /Dues	\$	200.3
поѕрітанту	\$	-	\$	-	WEB Page	\$	4.9
TOTAL	\$	-	\$			\$	-
TOTAL	-		\$	600.00	Total	\$	205.30
						_	
EXPENSES					Mentorship	<u> </u>	
Rent			Ċ		Supplies	\$	54.00
General Fund	ċ	_	\$	-	Supplies	\$	320.00
Mentorship					Total	\$	374.00
Wentorship	٦	-					
Speaker Fee			\$	-		-	
General Fund	\$	-	7	-	Hospitality	-	
Mentorship		_			Supplies	\$	-
····enterenip	Ψ				Total	_	
Expenses			\$	579.30	Total	\$	-
General Fund	\$	205.30	Υ	373.30	Libusus	-	
Hospitality	-	-			Library Books	Ċ	
Library		-			Total	\$	-
Mentorship		374.00			Total	>	-
Fees			\$	27.12	Due Sellers	-	
Square	\$	-			Due Jeners	-	
Stripe		27.12				-	
Due Sellers			\$	-			
TOTAL			\$	606.42			
IET DEVENUE							
NET REVENUE			\$	(6.42)			
					Total	\$	

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June PAYMENTS					
 Check Number	Date	Vendor	Purpose		Amount
1666	7/24/2017	Patty Myrick	Hospitality Sup	\$	51.8
1675	7/24/2017	Parham	Sellers Share June mtg	\$	70.40
1676	7/24/2017	Robert West	Trees Mentorship	\$	14.00
			Dues		
Prevoious Outstanding	Paid			\$	1,120.00
TOTAL PAID				\$	1,256.2
OUTSTANDING					
CHECKS				-	
CITLORS				-	
1619	3/11/2017	International Bonsai	Back Issues	\$	10.00
1625	3/28/2017	Karen Vunkannon	Library Book	\$	35.00
1667	7/24/2017	Peter Pelofske	Mentorship Trees	\$	320.00
1668	7/24/2017	Peter Pelofske	Sellers Share June mtg	\$	78.40
1669	7/24/2017	Polito	Sellers Share June mtg	\$	40.00
1670	7/24/2017	Sigourney	Sellers Share June mtg	\$	48.00
1671	7/24/2017	Brouhard	Sellers Share June mtg	\$	80.00
1672	7/24/2017	Laws	Sellers Share June mtg	\$	16.00
1673	7/24/2017	Kinzle	Sellers Share June mtg	\$	96.00
1674	7/24/2017	Eads	Sellers Share June mtg	\$	7.20
1677	7/26/2017	Robson	Japanese Garden Tour	\$	150.00
1678	7/29/2017	Young Choe	Kusamono Workshop	\$	911.46
1679	7/31`/2017	Jan Hettick	Supplies/Dues	\$	200.35
TOTAL OUTSTANDING				\$	1,992.41
Credit Card					
or care cara	5/10/2017	Sentry Login	Web page	\$	4.95
TOTAL CREDIT CARD				\$	4.9

MENTORSHIP(8/7/17):						
Ending Balance		12/31/2014			\$	935.17
2015		Revenue	\$	1,858.80		
		Expenses	\$	1,076.15		
		Net	\$	782.65		
Ending Balance		12/31/2015			\$	1,717.82
2016		Revenue	\$	2,640.60		
2010		Expenses	\$	(3,869.31)		
		Net	\$	(1,228.71)		
Ending Balance		12/31/2016	7	(1,220.71)	\$	489.11
Ending balance		12/31/2010			Y	409.11
2017		Revenue	\$	1,232.80		
Jan	\$	195.00				
Feb		455.40				
Mar		392.20				
Apr	-	64.80				
May		66.00				
Jun		59.40				
July		-				
Total		1,232.80				*
		Expenses	\$	1,698.96		
Jan		200.00				
Feb		100.00				
Mar	\$	235.00				
Apr	\$	224.96				
May		100.00				
Jun		465.00				
July		374.00				
Total	\$	1,698.96				
		NET	\$	(466.16)		
Ending Balance		7/31/2017			\$	22.95
				×		

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LIBRARY(8/7/17):					\$	566.75
Ending Balance		12/31/2014				
			\$	723.20		
2015		Revenue	\$	87.93		
		Expenses	\$	635.27		
		Net			\$	1,202.02
Ending Balance		12/31/2015			·	,
-						
			\$	1,296.40		
2016		Revenue	\$	1,183.57		
2020		Expenses	\$	112.83		3 4
		Net	Ş	112.03	4	1 21 / 0
Ending Polones					\$	1,314.85
Ending Balance		12/31/2016				
2017		Davisson	6	245.20		
	4	Revenue	\$	215.20		
Jan		10.00				
Feb		23.60				
Mar		54.80				-
Apr		43.20				a 11 x 5
May	-	44.00				
Jun		39.60				
July	\$	-				
Net	\$	215.20				
		Expenses	\$	379.71		
Jan	\$	T				
Feb	\$	-				
Mar		186.22				
Apr	\$	-				
May		193.49				
Jun		-				
July		-				
Net		379.71				
		NET	\$	(164.51)		
Fadias Dal-			ې	(104.51)	<u> </u>	4.450.00
Ending Balance		7/31/2017			\$	1,150.34

Count of Membership

Monday, August 07, 2017

- 64 Family
- 9 Honorary
- 224 Individual
- 297 Total Memberships
- 361 Total Members (Families counted as 2)

Note: Some Family membership have more than 2, so count may be slightly higher.