

**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	Jan Hettick
Treasurer	John Thomas
Secretary	Patty Myrick

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

Minutes - 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

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

Mentorship - Lee Cheatle, George Biddle, and Brandon Myren

Newsletter - 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.

Lease Negotiation - 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		6/30/2017	
				<b>Checking Account</b>	
				Beginning Balance	\$ 19,691.61
<b>INCOME</b>				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	<b>CD Account</b>	\$ 10,651.43
General Fund	\$ 2,299.50			<b>Savings Account</b>	\$ 4,000.07
Mentorship				<b>Total Cash On-Hand</b>	<b>\$ 34,274.66</b>
Raffle:		\$	99.00	2018 Convention Loan	\$ 5,060.00
General Fund				<b>TOTAL ASSETS</b>	<b>\$ 39,334.66</b>
Mentorship	\$ 59.40				
Library	\$ 39.60				
Payments:		\$	-		
Mentorship					
Mentorship					
Donation	\$ -			<b>General Fund</b>	
Hospitality	\$ 42.00	\$	42.00	Supplies	\$ -
	\$ -	\$	-	WEB Page	\$ 4.95
<b>TOTAL</b>		\$	<b>2,920.50</b>		\$ -
				Total	\$ 4.95
<b>EXPENSES</b>				<b>Mentorship</b>	
Rent		\$	500.00	Supplies	\$ 265.00
General Fund	\$ 400.00			Total	\$ 265.00
Mentorship	\$ 100.00				
Speaker Fee		\$	1,100.00	<b>Hospitality</b>	
General Fund	\$ 1,000.00			Supplies	\$ 78.63
Mentorship	\$ 100.00			Total	\$ 78.63
Expenses		\$	348.58	<b>Library</b>	
General Fund	\$ 4.95			Books	\$ -
Hospitality	\$ 78.63			Total	\$ -
Library	\$ -				
Mentorship	\$ 265.00			<b>Due Sellers</b>	
Fees		\$	42.52	Brouhard	\$ 80.00
Square	\$ 31.90			Eads	\$ 7.20
Stripe	\$ 10.62			Kinzle	\$ 96.00
Due Sellers		\$	1,758.00	Laws	\$ 16.00
<b>TOTAL</b>		\$	<b>3,749.10</b>	McDonald	\$ 1,322.00
				Parham	\$ 70.40
<b>NET REVENUE</b>		\$	<b>(828.60)</b>	Pelofske	\$ 78.40
				Polito	\$ 40.00
				Sigourney	\$ 48.00
				Total	\$ 1,758.00







BSOP INCOME STATEMENT JULY 2017		8/7/2017			Checking Account	7/31/2017
<b>INCOME</b>					Beginning Balance	\$ 20,788.16
Dues:			\$ 600.00		Additions	\$ 560.34
	New	\$ 60.00			Payments Checks	\$ (1,256.24)
	Renewal	\$ 540.00			Payments Credit Card	\$ (4.95)
	Directory	\$ -			Checks Outstanding	\$ (1,992.41)
Auction:			\$ -		Ending Balance	\$ 18,094.90
	General Fund	\$ -				
	Mentorship				<b>CD Account</b>	\$ 10,651.57
Raffle:			\$ -		<b>Savings Account</b>	\$ 4,000.17
	General Fund				<b>Total Cash On-Hand</b>	\$ 32,746.64
	Mentorship	\$ -				
	Library	\$ -			2018 Convention Loan	\$ 5,060.00
Payments:			\$ -		<b>TOTAL ASSETS</b>	\$ 37,806.64
	Mentorship					
	Mentorship					
	Donation	\$ -			<b>General Fund</b>	
Hospitality		\$ -	\$ -		Supplies /Dues	\$ 200.35
		\$ -	\$ -		WEB Page	\$ 4.95
<b>TOTAL</b>			\$ 600.00		Total	\$ 205.30
<b>EXPENSES</b>					<b>Mentorship</b>	
Rent			\$ -		Supplies	\$ 54.00
	General Fund	\$ -			Supplies	\$ 320.00
	Mentorship	\$ -			Total	\$ 374.00
Speaker Fee			\$ -		<b>Hospitality</b>	
	General Fund	\$ -			Supplies	\$ -
	Mentorship	\$ -			Total	\$ -
Expenses			\$ 579.30		<b>Library</b>	
	General Fund	\$ 205.30			Books	\$ -
	Hospitality	\$ -			Total	\$ -
	Library	\$ -				
	Mentorship	\$ 374.00			<b>Due Sellers</b>	
Fees			\$ 27.12			
	Square	\$ -				
	Stripe	\$ 27.12				
Due Sellers			\$ -			
<b>TOTAL</b>			\$ 606.42			
<b>NET REVENUE</b>			\$ (6.42)			
					Total	\$ -









# 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.