

BONSAI SOCIETY OF PORTLAND
BOARD MEETING MINUTES
October 9, 2017

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

Present were Board Members:

President	Lee Cheadle
Vice-President Programs	Michael (Lime) Allen
Vice-President Membership	Jan Hettick
Treasurer	John Thomas
Secretary	Patty Myrick

Minutes - the minutes for the September 11, 2017 Board Meeting were approved as presented.

BOARD REPORTS

Treasurer

John presented an Income Statement for **September 2017** showing:

Net Revenue	(\$1,694.28)
Total Assets	\$36,836.02
Mentorship Fund Balance	(\$653.00)
Library Fund Balance	\$1,090.05

MOVED - TO CHANGE THE ALLOCATION OF RAFFLE PROCEEDS TO MENTORSHIP 80% AND LIBRARY 20%. The motion was SECONDED and PASSED unanimously.

John reported that the \$10,000 CD will mature in November. **John** will research possible investment alternatives and report at the next meeting.

How should we pay out the funds from the sale of the McDonald Heritage trees? **Lee** will check with Steve to see if there were any special instructions.

Membership

Jan reported a total of 379 members, with a retention rate of about 81% over the last 12 months. The attendance count at our last meeting was 138 with 11 guests.

MOVED - TO AUTHORIZE JAN TO SPEND UP TO \$150 TO PURCHASE A NEW LAMINATOR. The motion was SECONDED and PASSED unanimously.

Members agreed that the fee to renew MS Office 395 is a regular business expense and does not need to be voted upon.

Programs

A question arose about if the Ryan Neil series was actually going to cover a full bonsai cycle. The series began in March 2017 and is scheduled to end in January 2018, will it include repotting? **Lime** will speak with Ryan about the issue.

COMMITTEE REPORTS

Auction - Toni Martin

Databases - Jan Hettick

Fall Show - Lee Cheatle and Patty Myrick

Heritage - Steve Learning and Brandon Myren

Holiday Party - Lime Allen

Hospitality - Patty Myrick

Library - Barbara Devitt - All the donated books and magazines were sorted and 132 items were added to the library. The remainder of the items will be sold at the Fall Show. We now have 1,306 items in the library.

Mentorship - Lee Cheatle, George Biddle, and Brandon Myren - MOVED - TO AUTHORIZE LEE TO SPEND \$952 ON 136 TREES FOR THE MENTORSHIP PROGRAM. The motion was SECONDED and PASSED unanimously.

Newsletter - Peter Pelofske

Photographer - Brian Lonstad

Program Facilitator - Reid Parham

Raffle - Harold Yearout

Social Media - Scott Tice

Speaker Coordinator - Keith Wingfield

Spring Show - Scott Elser - **Lee** will check with Scott about scheduling the Spring Show.

Webmaster - Karl Holmes

2018 NW Bonsai Rendezvous - Lee Cheatle & Jan Hettick

OLD BUSINESS

Milwaukie Center Lease - Jan had received the revised lease from the Milwaukie Center. MOVED - TO APPROVE THE 2018-19 LEASE AGREEMENT WITH THE MILWAUKIE CENTER. The motion was SECONDED and PASSED. The lease was signed by Lee Cheatle as President.

Pool Table Covers - **Lee** will contact John at the Milwaukie Center to set up a meeting for Lee, Lime and John to discuss a design for the pool table covers.

Prizes for Spring Show - **Lee** will contact Scott Elser

Financial Audit - The audit is scheduled to take place at the Milwaukie Center before the November meeting.

NEW BUSINESS

Lime presented the idea that BSOP needs to begin working toward purchasing our own building. He would like the club to establish a Building Fund. Lime needs to present his plan in written form for the Board's discussion.

Future Board Meetings - November 6, December 4, January 8, 2018

The meeting was adjourned at 8:36 pm.

Respectfully Submitted: Patty Myrick, October 12, 2017

From: Chaparral Books chaparralbooks@aol.com
Subject: Re: Check for mentorship trees
Date: September 26, 2017 at 4:06 PM
To: LCheatle@bensonhotel.com
Cc: janhettick@comcast.net, lime1299@gmail.com, verdillia@comcast.net



I would suggest we approve the action, retroactive to today's date, at the next board meeting. I can have a check for Reid tonight.
John T.

-----Original Message-----

From: Lee Cheatle <LCheatle@bensonhotel.com>
To: John Thomas <Chaparralbooks@aol.com>
Cc: Jan Hettick <janhettick@comcast.net>; Lime Allen <lime1299@gmail.com>; Patricia Myrick <verdillia@comcast.net>
Sent: Tue, Sep 26, 2017 3:48 pm
Subject: Check for mentorship trees

John, not sure if we need to vote on this as it is for the mentorship but the mentorship funds are not adequate to cover it. We could vote tonight if need be.
Anyway, we have a good line on enough Doug Firs and Hemlocks for the mentorship this year and some for next.
There are 136 trees at \$7.00 each...total \$952.00

If approved, the check is for Reid Parham.
Thanks, Lee

BSOP INCOME STATEMENT SEPT 2017		10/9/2017		9/30/2017	
				Checking Account	
				Beginning Balance	\$ 19,340.70
INCOME				Additions	\$ 1,227.52
Dues:		\$	960.00	Payments Checks	\$ (2,825.53)
New	\$ 430.00			Payments Credit Card	\$ (4.95)
Renewal	\$ 530.00			Checks Outstanding	\$ (712.86)
Directory	\$ -			Ending Balance	\$ 17,024.88
Auction:		\$	908.00		
General Fund	\$ 908.00			CD Account	\$ 10,652.15
Mentorship					
Raffle:		\$	75.00	Savings Account	\$ 4,000.37
General Fund				Total Cash On-Hand	\$ 31,677.40
Mentorship	\$ 45.00				
Library	\$ 30.00			2018 Convention Loan	\$ 5,158.62
Payments:		\$	192.25	TOTAL ASSETS	\$ 36,836.02
Mentorship	\$ 30.25				
Mentorship	\$ 80.00			General Fund	
Donation	\$ 7.00			Supplies -Hettick	\$ 21.30
Deposit Refund Milwaukie Cnter	\$ 75.00			WEB Page	\$ 4.95
Hospitality	\$ 82.00	\$	82.00	Insurance -Annual	\$ 481.00
	\$ -	\$	-	Supplies -Myrick	\$ 26.60
TOTAL		\$	2,217.25	Total	\$ 533.85
EXPENSES				Mentorship	
Rent		\$	500.00	Supplies -Trees	\$ 952.00
General Fund	\$ 400.00			Total	\$ 952.00
Mentorship	\$ 100.00				
Speaker Fee		\$	1,000.00	Hospitality	
General Fund	\$ 1,000.00			Supplies	\$ 78.63
Mentorship				Picnic -J Cheattle	\$ 187.69
Expenses		\$	1,819.11	Picnic -Myric	\$ 69.24
General Fund	\$ 533.85			Total	\$ 266.32
Hospitality	\$ 266.32				
Library	\$ 66.94			Library	
Mentorship	\$ 952.00			Books	\$ 66.94
Fees		\$	91.22	Total	\$ 66.94
Square	\$ 12.41				
Stripe	\$ 28.81			Due Sellers	
Corp Division Annual Report	\$ 50.00	\$	50.00	Jones	\$ 94.40
Due Sellers		\$	451.20	King	\$ 36.00
				Kinzle	\$ 32.00
TOTAL		\$	3,911.53	Kramer	\$ 28.80
				Laws	\$ 33.60
				McDonald	\$ 214.40
NET REVENUE		\$	(1,694.28)	Myrick	\$ 12.00
				Total	\$ 451.20

SEPT PAYMENTS					
Check Number	Date	Vendor	Purpose	Amount	
1680	9/2/2017	Patty Myrick	Picnic/ Newsletter	\$	95.84
1681	9/8/2017	Milwaukie Center	Rent	\$	500.00
1682	9/11/2017	J Cheatle	Picnic Supplies	\$	187.69
1683	9/19/2017	Corp Divison	Annual Report	\$	50.00
1684	9/26/2017	Bonsai Mira	Speaker Fees	\$	1,000.00
1687	9/26/2017	R Parham	Mentorship Trees	\$	952.00
Prevoious Outstanding	Paid			\$	40.00
TOTAL PAID				\$	2,825.53
OUTSTANDING CHECKS					
1619	3/11/2017	International Bonsai	Back Issues	\$	10.00
1625	3/28/2017	Karen Vunkannon	Library Book	\$	35.00
1685	9/26/2017	Liberty Mutal Ins	Annual Ins Payment	\$	481.00
1686	9/26/2017	Jan Hettick	Supplies	\$	186.86
TOTAL OUTSTANDING				\$	712.86
Credit Card					
	5/10/2017	Sentry Login	Web page	\$	4.95
TOTAL CREDIT CARD				\$	4.95
2018 Convention Loan	9/1/2107			\$	5,060.00
	9/26/2107	Hettick	Supplies	\$	98.62
TOTAL				\$	5,158.62

MENTORSHIP(10/9/17):			
Ending Balance	<u>12/31/2014</u>		\$ 935.17
2015	Revenue	\$	1,858.80
	Expenses	\$	1,076.15
	Net	\$	782.65
Ending Balance	<u>12/31/2015</u>		\$ 1,717.82
2016	Revenue	\$	2,640.60
	Expenses	\$	(3,869.31)
	Net	\$	(1,228.71)
Ending Balance	<u>12/31/2016</u>		\$ 489.11
2017	Revenue	\$	1,608.85
	Jan	\$	195.00
	Feb	\$	455.40
	Mar	\$	392.20
	Apr	\$	64.80
	May	\$	66.00
	Jun	\$	59.40
	July	\$	-
	August	\$	220.80
	Sept	\$	155.25
	Total	\$	1,608.85
	Expenses	\$	2,750.96
	Jan	\$	200.00
	Feb	\$	100.00
	Mar	\$	235.00
	Apr	\$	224.96
	May	\$	100.00
	Jun	\$	465.00
	July	\$	374.00
	August	\$	-
	Sept	\$	1,052.00
	Total	\$	2,750.96
	NET	\$	(1,142.11)
Ending Balance	<u>9/30/2017</u>		\$ (653.00)

LIBRARY(10/9/17):			
Ending Balance	<u>12/31/2014</u>		\$ 566.75
		\$ 723.20	
2015	Revenue	\$ 87.93	
	Expenses	\$ 635.27	
	Net		\$ 1,202.02
Ending Balance	<u>12/31/2015</u>		
		\$ 1,296.40	
2016	Revenue	\$ 1,183.57	
	Expenses	\$ 112.83	
	Net		\$ 1,314.85
Ending Balance	<u>12/31/2016</u>		
2017	Revenue	\$ 392.40	
	Jan	\$ 10.00	
	Feb	\$ 23.60	
	Mar	\$ 54.80	
	Apr	\$ 43.20	
	May	\$ 44.00	
	Jun	\$ 39.60	
	July	\$ -	
	August	\$ 147.20	
	Sept	\$ 30.00	
	Net	\$ 392.40	
	Expenses	\$ 617.20	
	Jan	\$ -	
	Feb	\$ -	
	Mar	\$ 186.22	
	Apr	\$ -	
	May	\$ 193.49	
	Jun	\$ -	
	July	\$ -	
	August	\$ 171.00	
	Sept	\$ 66.49	
	Net	\$ 617.20	
	NET	\$ (224.80)	
Ending Balance	<u>9/30/2017</u>		\$ 1,090.05