BONSAI SOCIETY OF PORTLAND BOARD MEETING MINUTES April 17, 2017

The meeting was called to order by President Lee Cheatle at 7:01 pm.

Present were Board Members:

President

Lee Cheatle

Vice-President Programs

Michael (Lime) Allen

Vice-President Membership

Jan Hettick

Treasurer

John Thomas

Secretary

Patty Myrick

Minutes - the minutes for the March 6, 2017 Board Meeting were approved as presented.

BOARD REPORTS

Treasurer

John presented an Income Statement for March 2017 showing Net Revenue of (\$151.48), and the check register for the month of March 2017.

John also presented a draft recap of the Mentorship and Library funds. The recap did not include an allocation of the raffle proceeds to the separate funds. After some discussion it was decided to allocate raffle proceeds each month between the two funds 60% to Mentorship and 40% to the Library. There was a balance of \$24 in the OSK fund when it was changed to Mentorship 103, that \$24 will be rolled into the Mentorship fund. There was a computer purchased for Library use that ultimately would not work for the Library and it was sold in a raffle. The \$150 charge for the computer will be changed from a Library expense to a General fund expense. **John** will make all these changes to the recap and present it at the next meeting. The raffle proceeds will be allocated 60% Mentorship/40% Library going forward.

Membership

Jan reported a total of 350 members.

We have no club brochures left. It was decided the brochures are useful in some situations so **Jan** will get some printed.

Programs

Ryan Neil Program - Ryan will not be able to attend the April meeting so Todd Schlafer will speak in Ryan's place, following Ryan's curriculum. Lime is working on being able to show the live stream on a screen during the presentation.

Ceramic Workshops - There has been a lot of interest shown in the possibility of having some workshops with Vicki Chamberlain so Lime will move forward with that idea.

Contract with Ryan - **John** will rewrite the contract for the Ryan Neil series of programs. He will send it to the other board members for review, then send it to Lee so he can personally present it to Ryan for his signature.

COMMITTEE REPORTS

Auction - Toni Martin - Toni and Dane will not be at the April meeting, Jan and Patty will fill in.

The issue was raised about allowing only club members to participate in the auction. MOVED - TO ALLOW NON-MEMBERS TO BID IN THE AUCTION AFTER OBTAINING AUTHORIZATION IN THE FORM OF A BID NUMBER FROM THE CASHIERS DESK.

The motion was SECONDED and PASSED unanimously.

Databases - Jan Hettick

Heritage - Steve Leaming and Brandon Myren

Hospitality - Patty Myrick

<u>Library</u> - Barbara Devitt - Jan volunteered to assist with book purchases. Because of the increased activity on the stage, it was suggested that we set up stanchions to define access to the library area.

Mentorship - Lee Cheatle and George Biddle - Lee reported that there is one more Mentorship 101 class coming up in April. Mentorship 102 and 103 will continue, taking July and August off put there will be field trips. Next year Lee is anticipating that we will have a Mentorship 101 A & B as we did this year.

<u>Newsletter</u> - Peter Pelofske - Members are able to have a half-page ad in the newsletter at no charge. Lyle Feilmeier's Collier Arbor Care ad is a full page. We will pull this ad until Lyle resubmits the ad in a half-page format.

Photographer - Brian Lonstad

Raffle - Harold Yearout

Social Media - Scott Tice

Speaker Coordinator - Keith Wingfield

<u>Spring Show</u> - Scott Elser - Admission to the Saturday evening event will be \$5. **Lime** volunteered to be at the door at 7 PM to collect the admission fee.

<u>Webmaster</u> - Karl Holmes - Karl has set up access through the website to a Volunteer Sign-Up Sheet for members to volunteer at events.

<u>2018 NW Bonsai Rendezvous</u> - Lee Cheatle & Jan Hettick - Lee and Jan will work on setting up a meeting for the general membership to attend to learn more about the event and get involved in volunteering.

OLD BUSINESS

Lease Negotiation - The Milwaukie Center is working on a proposal.

On-site storage shed - Steve has volunteered to haul in some additional gravel.

Spring Garden Fair in Canby - May 6 & 7 - Jan will contact them.

Sponsorship of Lime's March 14th Bonsai Appreciation Event - MOVED - THAT WE MAKE A SPONSORSHIP DONATION OF \$300 TO LIME ALLEN FOR EXPENSES INVOLVED IN THE BONSAI APPRECIATION NIGHT ON MARCH 14, 2017.

The motion was SECONDED and PASSED unanimously.

Review of the Constitution and By-Laws - due to time constraints this item was postponed until the May meeting. We will meet at 6:30 on May 8th to allow time for this discussion.

NEW BUSINESS

<u>2017 Fall Show</u> - **Lee** will ask Steve Learning if he would be willing to chair the event. <u>Club Growth Issues</u> - Jan suggested the creation of a Facilities Manager position to coordinate the set-up of the room for the monthly meetings and manage the vendor table area. It was agreed that due to the limited space we could limit the number of vendor tables available if it becomes necessary. It was also suggested that we could move the Cashier table out of the main room into the entry area to make more space available, also possibly move the Library table to another area. We will discuss possibilities during the setup of the April meeting. Lee will call the Milwaukie Center to ask if the two large metal rolling service carts could get moved into the kitchen during our meetings.

TABLED

On-site storage shed - Moving items from the stage area is put on hold until the Milwaukie Center has worked out storage issues.

Additional Storage Cabinet for stage area -This is also on hold waiting for the Milwaukie Center to clarify storage issues.

Future Board Meetings - May 8 (at 6:30 PM), June 5, July 10

The meeting was adjourned at 9:10 pm

Respectfully Submitted: Patty Myrick, April 20, 2017 Revised Minutes Submitted May 1, 2017

BSOP INCOME STATEMENT March 2017	4/3/17	- Annual Control of the Control of t	Checking Account	- Control of the Cont	4/3/17
			Beginning Balance	\$ 21,533.60	
NCOME		2000	Additions	\$ 2,611.08	
Dues:		\$ 670.00	Payments Checks	\$ (2,820.85)	
New	\$ 260.00	arginase.	Payments Credit Card	\$ (36.15)	
Renewal	\$ 410.00	AND THE PROPERTY OF THE PROPER	Checks Outstanding	\$ (94.64)	
Directory	\$ -	The state of the s	Ending Balance	\$ 21,193.04	
Auction:		\$ 2,258.00	- Annie Company	The same of the sa	
General Fund	\$ 2,258.00	and the state of t	CD Account	\$ 10,650.93	
Mentorship				AND ADDRESS OF THE PARTY OF THE	
			Savings Account	\$ 3,999.77	-
Raffle:		\$ 137.00	and the same of th		
General Fund	\$ 137.00		Total Cash On-Hand	\$ 35,843.74	
Mentorship			100		
Library			2018 Convention Loan	\$ 4,060.00	
		- Control of the Cont	TOTAL ASSETS	\$ 39,903.74	
Payments:		\$ 410.00			***************************************
Mentorship	\$ 70.00			The state of the s	MILE AND DESCRIPTION OF THE PERSON OF THE PE
Mentorship				and the same of th	
Donation	-		General Fund	1	
Domacion	\$ 100.00		Supplies (PM)	\$ 90.10	
Hospitality	\$ 41.00	\$ 41.00	WEB Page	\$ 4.95	
ay yay iya qaay ay	\$ -	\$ -	Total	\$ 95.05	
TOTAL	y	\$ 3,516.00	10000		
			Mentorship		
			Supplies (PBS)	\$ 135.00	***************************************
EXPENSES			Total	\$ 135.00	
Rent	1	\$ 500.00			WILLIAM ON DE STATE OF THE STAT
General Fund	\$ 400.00				
Mentorship	A many order to a marting of the state of th		Hospitality		
Montesian	7 100.00		Supplies (PM)	\$ 76.27	CHARLES SEAL SHAPE STORY
Speaker Fee		\$ 1,000.00	Supplies (PM)	\$ 49.64	
General Fund	\$ 1,000,00	1,300.00	Total	\$ 125.91	
Mentorship					
Wellediship			Library		
Expenses	1	\$ 542.18	Books (CB)	\$ 145.02	
General Fund	\$ 95.05	Υ 512.10	Books (SL)	\$ 31.20	
Hospitality			Mag (IB)	\$ 10.00	
Library	afana amanana		Total	\$ 186.22	***************************************
Mentorship	- Company of the Comp	S. Contraction of the Contractio	1	,	
Fees	2 133.00	\$ 54.90	Due Sellers		
Square	\$ 30.03		Allen	\$ 148.00	
Stripe	-}	-	Bateson	\$ 47.20	
Due Sellers	2 24.07	\$ 1,570.40	Date	\$ 1,099.20	
Due Jelleis		7 1,570.70	Habjan	\$ 144.00	
TOTAL		\$ 3,667.48	Parham	\$ 48.00	
IVIAL	1	3,007.70	West	\$ 32.00	
NET REVENUE		\$ (151.48)	Yearout	\$ 52.00	
INL I INL FLITOL	The state of the s	3 (131.70)	Total	\$ 1,570.40	
	-		IVLAL	3 1,370.40	

Mar PAYMENTS Check Number	Date	Vendor	Purpose	Amount	
1615	2/23/17	Michael Allen	Paint for Shed	\$	94.04
1616	2/28/17	Owen Reich	Speaker's Fee/Cost	\$	700.42
1617	3/2/17	Milwaukie Center	Rent	\$	500.00
1618	3/2/17	Patty Myrick	Office/ Hospital Sup	\$	166.37
1620	3/11/07	Chaparral Books	Books/ Library	\$	145.02
1621	3/11/17	Harold Yearout	Seller's share	\$	80.00
1622	3/28/17	Bonsai Mirai	Speaker's Fee	\$	1,000.00
1623	3/28/17	Portland Bonsai Supply	Mentorship supplies	\$	135.00
TOTAL PAID					NATIONAL PROPERTY OF THE PROPE
OUTSTANDING				area area area area area area area area	
1619	3/11/07	International Bonsai	Back Issues	\$	10.00
1624	3/28/17	Patty Myrick	Hospitality Sup	\$	49.64
1625	3/28/17	Karen Vunkannon	Library Book	\$	35.00
TOTAL OUTSTANDING				\$	94.6
Credit Card	3/13/17	Sentry Login	Web page	\$	4.9
Credit Card	3/2/17	StoneLantern	Book Purchase	\$	31.2
TOTAL CREDIT CARD				\$	36.1
				The second secon	
	Check Number	Check Number Date 1615 2/23/17 1616 2/28/17 1617 3/2/17 1618 3/2/17 1620 3/11/07 1621 3/11/17 1622 3/28/17 TOTAL PAID OUTSTANDING 1619 3/11/07 1624 3/28/17 TOTAL OUTSTANDING TOTAL OUTSTANDING Credit Card 3/13/17 Credit Card 3/2/17	Check Number Date Vendor 1615 2/23/17 Michael Allen 1616 2/28/17 Owen Reich 1617 3/2/17 Milwaukie Center 1618 3/2/17 Patty Myrick 1620 3/11/07 Chaparral Books 1621 3/11/17 Harold Yearout 1622 3/28/17 Bonsai Mirai 1623 3/28/17 Portland Bonsai Supply TOTAL PAID OUTSTANDING International Bonsai 1624 3/28/17 Patty Myrick 1625 3/28/17 Karen Vunkannon TOTAL OUTSTANDING Credit Card 3/13/17 Sentry Login Credit Card 3/2/17 StoneLantern	Check Number Date Vendor Purpose 1615 2/23/17 Michael Allen Paint for Shed 1616 2/28/17 Owen Reich Speaker's Fee/Cost 1617 3/2/17 Milwaukie Center Rent 1618 3/2/17 Patty Myrick Office/ Hospital Sup 1620 3/11/07 Chaparral Books Books / Library 1621 3/11/17 Harold Yearout Seller's share 1622 3/28/17 Bonsai Mirai Speaker's Fee 1623 3/28/17 Portland Bonsai Supply Mentorship supplies TOTAL PAID OUTSTANDING 1619 3/11/07 International Bonsai Back Issues 1624 3/28/17 Patty Myrick Hospitality Sup 1625 3/28/17 Karen Vunkannon Library Book TOTAL OUTSTANDING Credit Card 3/13/17 Sentry Login Web page Credit Card 3/2/17 StoneLantern Book Purchase	Check Number Date Vendor Purpose 1615 2/23/17 Michael Allen Paint for Shed \$ 1616 2/28/17 Owen Reich Speaker's Fee/Cost \$ 1617 3/2/17 Milwaukle Center Rent \$ 1618 3/2/17 Patty Myrick Office/ Hospital Sup \$ 1620 3/11/07 Chaparral Books Books/ Library \$ 1621 3/11/17 Harold Yearout Seller's share \$ 1622 3/28/17 Bonsai Mirai Speaker's Fee \$ 1623 3/28/17 Portland Bonsai Supply Mentorship supplies \$ TOTAL PAID OUTSTANDING S Hospitality Sup \$ 1624 3/28/17 Patty Myrick Hospitality Sup \$ 1625 3/28/17 Karen Yunkannon Library Book \$ TOTAL OUTSTANDING \$ \$ Credit Card 3/13/17 Sentry Login Web page \$ Credit Card

Count of Membership Monday, April 17, 2017

- 59 Family
- 9 Honorary
- 223 Individual
- 291 Total Memberships
- 350 Total Members (Families counted as 2)

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