

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

Library - 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.

Newsletter - 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

Spring Show - 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.

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

2018 NW Bonsai Rendezvous - 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

2017 Fall Show - Lee will ask Steve Leaming if he would be willing to chair the event.

Club Growth Issues - 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			Checking Account	4/3/17
					Beginning Balance	\$ 21,533.60
INCOME					Additions	\$ 2,611.08
Dues:			\$ 670.00		Payments Checks	\$ (2,820.85)
	New	\$ 260.00			Payments Credit Card	\$ (36.15)
	Renewal	\$ 410.00			Checks Outstanding	\$ (94.64)
	Directory	\$ -			Ending Balance	\$ 21,193.04
Auction:			\$ 2,258.00			
	General Fund	\$ 2,258.00			CD Account	\$ 10,650.93
	Mentorship					
Raffle:			\$ 137.00		Savings Account	\$ 3,999.77
	General Fund	\$ 137.00			Total Cash On-Hand	\$ 35,843.74
	Mentorship	\$ -				
	Library				2018 Convention Loan	\$ 4,060.00
Payments:			\$ 410.00		TOTAL ASSETS	\$ 39,903.74
	Mentorship	\$ 70.00				
	Mentorship	\$ 240.00			General Fund	
	Donation	\$ 100.00			Supplies (PM)	\$ 90.10
Hospitality		\$ 41.00	\$ 41.00		WEB Page	\$ 4.95
		\$ -	\$ -		Total	\$ 95.05
TOTAL			\$ 3,516.00			
					Mentorship	
EXPENSES					Supplies (PB5)	\$ 135.00
Rent			\$ 500.00		Total	\$ 135.00
	General Fund	\$ 400.00				
	Mentorship	\$ 100.00			Hospitality	
Speaker Fee			\$ 1,000.00		Supplies (PM)	\$ 76.27
	General Fund	\$ 1,000.00			Supplies (PM)	\$ 49.64
	Mentorship				Total	\$ 125.91
Expenses			\$ 542.18		Library	
	General Fund	\$ 95.05			Books (CB)	\$ 145.02
	Hospitality	\$ 125.91			Books (SL)	\$ 31.20
	Library	\$ 186.22			Mag (IB)	\$ 10.00
	Mentorship	\$ 135.00			Total	\$ 186.22
Fees			\$ 54.90		Due Sellers	
	Square	\$ 30.03			Allen	\$ 148.00
	Stripe	\$ 24.87			Bateson	\$ 47.20
Due Sellers			\$ 1,570.40		Dale	\$ 1,099.20
TOTAL			\$ 3,667.48		Habjan	\$ 144.00
					Parham	\$ 48.00
NET REVENUE			\$ (151.48)		West	\$ 32.00
					Yearout	\$ 52.00
					Total	\$ 1,570.40

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.