

**BONSAI SOCIETY OF PORTLAND  
BOARD MEETING MINUTES  
February 5, 2018**

The meeting was called to order by President Lee Cheatle at 6:59 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 January 8, 2018 Board Meeting were approved.

## **BOARD REPORTS**

### Treasurer

The following documents were presented:

Income Statement for **November 2017** showing:

Net Revenue (\$765.12)  
Total Assets \$44,292.34  
Mentorship Fund Balance \$288.20  
Library Fund Balance \$1,026.53

Income Statement for **December 2017** showing:

Net Revenue \$751.15  
Total Assets \$43,048.42  
Mentorship Fund Balance \$399.20  
Library Fund Balance \$1,334.79

Income Statement for **January 2018** showing:

Net Revenue \$163.99  
Total Assets \$44,007.69  
Mentorship Fund Balance \$423.20  
Library Fund Balance \$1,350.79

BSOP owes the McDonalds approximately \$5,500 for Heritage materials sold at auction. John will be paying that out in February.  
John still needs to connect with Robert Wofford to schedule the audit.

### Membership

Jan reported a total of 376 members. The 12-month average retention rate is maintaining at 82%.

### Programs

Upcoming programs:

February - Aarin Packard - Tree Design  
March - Austin Heitzman - Stand Design

April - Andrew Robson

May - Maliea Chiem (Colin Lewis apprentice) - Beginner Bonsai Design

Discussion of the BSOP Mirai Video Archive - **Lee** will speak with Ryan.

Ryan at Bonsai Mirai would like to do a podcast with the Board, **Lee** will speak with Ryan to set up a time.

## COMMITTEE REPORTS

Auction - Toni Martin - the Board discussed reviewing the auction material for the Heritage Program more closely and putting minimum bids on high-value trees or holding them for oral auction.

Databases - Jan Hettick - Jan reminded us we should have a back-up person for database maintenance.

Fall Show - **Patty** plans to write a handbook on organizing the Fall Show.

Heritage - Steve Leaming and Brandon Myren -

Hospitality - Patty Myrick - Patty is stepping aside as committee head, **Lee** will work on finding a replacement.

Library - Barbara Devitt - There are 5 boxes of magazines remaining in the shed to sell at raffle or silent auction. John has sold three of the five books he is selling for the club, the remaining two may be more difficult to sell. Jan has one box of books that needs to be added to the library shelves.

Mentorship - Lee Cheatle, George Biddle, and Brandon Myren - Lee is working with a committee to rework the Mentorship 101 syllabus. There will be 9 classes, with a group of 3 classes spent working on the same tree.

Newsletter - Peter Pelofske

Nominating Committee - Jan Hettick, Lee Cheatle

Photographer - Brian Lonstad

Program Facilitator - Reid Parham

Raffle - Harold Yearout

Social Media - Scott Tice

Speaker Coordinator - Keith Wingfield

Spring Show - Scott Elser - Show set for April 28-29 at the Japanese Garden. Setup on the 27th.

Webmaster - Karl Holmes

2018 NW Bonsai Rendezvous - Lee Cheatle & Jan Hettick - Registrations are at 45% of breakeven, 72% of the workshop trees are sold, 33% of the Rodeo trees are sold.

Lee is going to publicize the Rendezvous when he is teaching at other clubs, and ask the instructors of the Rodeo workshops to bring an example of their material to our club meetings to bring attention to that event.

## OLD BUSINESS

Club Apparel - we will use Scott's contacts to produce the apparel, **Jan** will contact Scott and work with him on design and pricing.

Rolling Carts - We need to get the magazines cleared out of the shed to make room to store extra carts. Lime and Reid will get a box per meeting from the shed to raffle/auction.

## **NEW BUSINESS**

Newberg Camellia Festival (Sat April 7) - Alan Taft has offered to chair this committee. We will be displaying trees and will also have the opportunity to have a bonsai sales table and a membership table at no charge. Lee will continue to communicate with Alan.

Canby Spring Garden Fair (May 5 & 6) - This event is a good opportunity to bring exposure to the club and also an excellent sales opportunity. It would be a good place to have demonstrations. **Lee** will search for a chairperson.

Club Video - Lime suggested that in order to help other bonsai clubs we could make a video about BSOP club meetings and operations, detailing the things that have led to such successful growth of our club. **Lime** is going to create a video storyboard to present to the Board.

Future Board Meetings - March 5, April 2, May 7

The meeting was adjourned at 8:09 pm.

Respectfully Submitted: Patty Myrick, February 9, 2018

BSOP INCOME STATEMENT Jan 2018		2/5/2018		<u>Checking Account</u> 1/31/2018	
				Beginning Balance	\$ 24,690.65
<b>INCOME</b>				Additions	\$ 3,730.27
Dues:		\$	770.00	Payments Checks	\$ (3,720.32)
New	\$ 120.00			Payments Credit Card	\$ (220.95)
Renewal	\$ 650.00			Checks Outstanding	\$ (384.40)
Directory	\$ -			Ending Balance	\$ 24,095.25
Auction:		\$	1,722.50		
General Fund	\$ 1,722.50			<u>CD Account</u>	\$ -
Mentorship				<u>Savings Account</u>	\$ 14,653.82
Raffle:		\$	40.00	<b>Total Cash On-Hand</b>	<b>\$ 38,749.07</b>
General Fund				2018 Convention Loan	\$ 5,258.62
Mentorship	\$ 24.00			<b>TOTAL ASSETS</b>	<b>\$ 44,007.69</b>
Library	\$ 16.00				
Payments:		\$	444.23		
Book Sale, for Library	\$ 84.23			<b>General Fund</b>	
Mentorship	\$ 360.00			WEB Page	\$ 4.95
	\$ -			WEB Page	\$ 216.00
Hospitality	\$ 32.50	\$	32.50	Dues PNWB	\$ 50.00
	\$ -	\$	-	Total	\$ 270.95
<b>TOTAL</b>		\$	<b>3,009.23</b>		
<b>EXPENSES</b>				<b>Mentorship</b>	
Rent		\$	741.00	Total	\$ -
General Fund	\$ 741.00				
Speaker Fee		\$	1,000.00	<b>Hospitality</b>	
General Fund	\$ 1,000.00			Supplies-Myrick	
Mentorship				Supplies-Cheatle	
Expenses		\$	270.95	Total	\$ -
General Fund	\$ 270.95			<b>Library</b>	
Hospitality	\$ -			Total	\$ -
Library	\$ -				
Mentorship	\$ -			<b>Due Sellers</b>	
Fees		\$	53.69	Devitt	\$ 4.00
Square	\$ 32.46			Bateson	\$ 174.40
Stripe	\$ 21.23			Kramer	\$ 16.00
		\$	-	Martin	\$ 76.00
Due Sellers		\$	779.60	Parham	\$ 64.00
		\$	-	Thomas	\$ 445.20
<b>TOTAL</b>		\$	<b>2,845.24</b>	TOTAL	\$ 779.60
<b>NET REVENUE</b>		\$	<b>163.99</b>		

Jan PAYMENTS					
Check Number	Date	Vendor	Purpose	Amount	
1748	1/1/2018	Timm	Membership refund	\$	30.00
1749	1/12/2018	Milwaukie Center	Jan Rent	\$	741.00
1751	1/23/2018	Maria	Speaker Fee	\$	1,000.00
1752	1/26/218	Thomas	Seller's Share	\$	445.20
Subtotal				\$	2,216.20
Prevoious Outstanding					
Checks Paid					
1701	11/9/2017	Wateri	Seller's Share Fall Sh	\$	417.60
1734	12/18/2017	Foli	Seller's Share	\$	76.00
1739	12/18/2017	Knight	Seller's Share	\$	120.00
1740	12/18/2017	Myrick	Seller's Share	\$	338.00
1744	12/18/2017	Vossbrink	Seller's Share	\$	48.80
1745	12/28/2017	Hettick	Supplies	\$	235.89
1746	12/28/2017	Myrick	Holiday Supplies	\$	192.38
1747	12/28/2017	Cheatle	Holiday Supplies	\$	75.45
Subtotal				\$	1,504.12
TOTAL PAID				\$	3,720.32
OUTSTANDING					
CHECKS					
1619	3/11/2017	International Bonsai	Back Issues	\$	10.00
1625	3/28/2017	VunKannnon	Library Book	\$	35.00
1716	11/28/2017	Foli	Shonhin Award	\$	50.00
1750	1/12/2018	Pac NW Bonsai	Dues	\$	50.00
1753	1/29/2018	Devitt	Seller's Share	\$	4.00
1754	1/29/2018	Bateson	Seller's Share	\$	174.40
1755	1/29/2018	Kramer	Seller's Share	\$	16.00
1756	1/29/2018	Parham	Seller's Share	\$	64.00
1757	1/29/2018	Martin	Seller's Share	\$	76.00
TOTAL OUTSTANDING				\$	384.40
CHECKS					
Credit Card					
	1/11/2018	Sentry Login	Web page	\$	4.95
	1/16/2018	Squarespace	Web page	\$	216.00
TOTAL CREDIT CARD				\$	220.95
2018 Convention Loan					
	9/1/2107			\$	5,060.00
	9/26/2107	Hettick	Supplies	\$	98.62
<b>TOTAL</b>	11/6/2017	Hettick	Cover-PT	\$	100.00
				\$	5,258.62

<b>MENTORSHIP Jan 2018 (2/5/18):</b>			
<b>Ending Balance</b>	<u>12/31/2014</u>		\$ 935.17
<b>2015</b>	Revenue	\$	1,858.80
	Expenses	\$	1,076.15
	Net	\$	782.65
<b>Ending Balance</b>	<u>12/31/2015</u>		\$ 1,717.82
<b>2016</b>	Revenue	\$	2,640.60
	Expenses	\$	(3,869.31)
	Net	\$	(1,228.71)
<b>Ending Balance</b>	<u>12/31/2016</u>		\$ 489.11
<b>2017</b>	Revenue	\$	2,684.05
	Expenses	\$	2,773.96
	Net	\$	(89.91)
<b>Ending Balance</b>	<u>12/31/2017</u>		\$ 399.20
<b>2018</b>	Revenue	\$	24.00
	Jan	\$	24.00
	Feb	\$	-
	Mar	\$	-
	Apr	\$	-
	May	\$	-
	Jun	\$	-
	July	\$	-
	August	\$	-
	Sept	\$	-
	Oct	\$	-
	Nov	\$	-
	Dec	\$	-
	Total	\$	24.00
	Expenses	\$	-
	Jan	\$	-
	Feb	\$	-
	Mar	\$	-
	Apr	\$	-
	May	\$	-
	Jun	\$	-
	July	\$	-
	August	\$	-
	Sept	\$	-
	Oct	\$	-
	Nov	\$	-
	Dec	\$	-
	Total	\$	-
	NET	\$	24.00
<b>Ending Balance</b>	<u>12/31/2017</u>		\$ 423.20

**LIBRARY JAN 2018 (2/5/18):**

<b>Ending Balance</b>	<u>12/31/2014</u>		\$ 566.75
<b>2015</b>	Revenue	\$	723.20
	Expenses	\$	87.93
	Net	\$	635.27
<b>Ending Balance</b>	<u>12/31/2015</u>		\$ 1,202.02
<b>2016</b>	Revenue	\$	1,296.40
	Expenses	\$	1,183.57
	Net	\$	112.83
<b>Ending Balance</b>	<u>12/31/2016</u>		\$ 1,314.85
<b>2017</b>	Revenue	\$	860.46
	Expenses	\$	840.52
	Net	\$	19.94
<b>Ending Balance</b>	<u>12/31/2017</u>		\$ 1,334.79
<b>2018</b>	Revenue	\$	16.00
	Jan	\$	16.00
	Feb	\$	-
	Mar	\$	-
	Apr	\$	-
	May	\$	-
	Jun	\$	-
	July	\$	-
	August	\$	-
	Sept	\$	-
	Oct	\$	-
	Nov	\$	-
	Dec	\$	-
	Total	\$	16.00
	Expenses	\$	-
	Jan	\$	-
	Feb	\$	-
	Mar	\$	-
	Apr	\$	-
	May	\$	-
	Jun	\$	-
	July	\$	-
	August	\$	-
	Sept	\$	-
	Oct	\$	-
	Nov	\$	-
	Dec	\$	-
	Total	\$	-
	NET	\$	16.00
<b>Ending Balance</b>	<u>1/31/2018</u>		\$ 1,350.79