BOARD OF DIRECTORS
Meeting Minutes
January 9, 2024
Forest Glen Golf and Country Club Community Center

President, Richard Davenport, called the meeting to order at 6:30 p.m.

In attendance were Stu Rubin, Jim Rawson, Sue Roehl, Linda Van Blerkom, David Orr, Richard Davenport, Marie Harris, Karen Davenport, Rae Jean Walker, Carolyn Booker, Bob Castonguay and Kris Morton.

Old Business:

1. Meeting Minutes from December 12, 2023, were reviewed. It was moved to approve the Minutes, seconded, and motion passed.
2. Treasurer David Orr reported we have $24,051.79 in our checking account and $36,336.50 in CD's. David presented spreadsheets detailing income and expenses.
3. Membership Chair Marie Harris reported we have 159 active members which includes new members, renewals and Lifetime Members. 77 Members have not renewed as of the date of the Board meeting. Marie reviewed ways to get members to renew and reminded the Board that anyone not renewed by January 31, 2024, will be removed from online roster on the NOS website, making them ineligible to submit plants for judging at our monthly meetings, ineligible to submit plants and/or exhibits for the February Show and that admission to the Garden for the Show would not be free.
4. President Richard Davenport addressed the appointment of a new Second Vice President, Terre Moore, to the Board of Directors. The motion was made to approve the appointment, it was seconded and the motion passed.
5. Richard Davenport also advised the Board that Sue Roehl, our Webmaster, would replace Lanelle Bishop as Monthly Meeting Table Donation Coordinator.
6. Kris Morton updated the Board concerning Dick Pippen, past President, who was recently admitted to the hospital. Jim Rawson, Publicity Chair, discussed holding an auction of Dick's orchids, possibly at his home. A team of volunteers will be needed to clean up the plants.
7. Trailer Update: Jim Rawson advised there is a mobile trailer repair company that would come to the church to make any repairs needed. Jim will pursue this project.

New Business:

1. Update on By-Laws Revision: Chuck Ferber, Director of Education, was unable to attend due to inclement weather. He will review the newly typed revision of the By-Laws, which will then be sent to all Board members for comments and corrections. The revised By-Laws will be voted on at the February 5, 2024, Board meeting.
2. Proposal to rename Naples Orchid Society Scholarships: It was moved that we rename future Scholarships from the Naples Orchid Society to the "Dr. Richard Pippen Scholarship Program." The motion was seconded and the proposal was approved.
    a. There were discussions relating to a recent Scholarship Application for research studies in Corkscrew Sanctuary. There was not an application to review by the Board. David Orr, Treasurer, suggested we form a committee to determine a yearly budget for scholarhships. This application was tabled until further information can be gathered. (The application was later located and will be reviewed).
3. Board of Director Title Change: There was a motion to change Bob Castonguay's current Board title of Editor/Publisher-Newsletter to Communications Director, a voting position on the Board. The motion was seconded and passed.

4. There were discussions regarding the contents/length of the NOS Newsletter. The Board agreed to add pictures of Orchid Doctor sessions and speakers in the future, which had been removed previously to reduce the size of the Newsletter.
5. Orchid Doctor:
    a. There were discussions regarding volunteers for Orchid Doctor and what would be an appropriate compensation for that person's time. A motion was made to award the members making Orchid Doctor presentations a $25.00 gift card, it was seconded and the motion passed.
    b. The February Orchid Doctor will be Rae Jean Walker who will discuss cleanup and prep of plants for the February Show.
6. Marie Harris, Membership Chair, discussed several Membership concerns/issues:
    a. The need for a new Badge Filing System: There was a motion to provide $50.00 for a label maker and other items necessary to accommodate this change to the current filing system. It was seconded and passed.
    b. The NOS Website "Contact Us" Form: Marie discussed which Board members should be receiving these emails. Names will be updated by removing Dick Pippen and Mary Jo Shively and will now include the President, Membership Chair, Treasurer, and Show Chair.
    c. Marie Harris and Bob Castonguay discussed the Mailchimp program that is used for Membership records, the Newsletter and Eblasts. The program was discussed and is outdated. Therefore, Marie and Bob requested approval to update the program which would require a monthly subscription fee totaling $240.00 per year. The motion was made to approve subscribing to Mailchimp "Standard" online software for $20.00 per month, it was seconded and approved.
    d. Marie Harris advised the Board, in response to an inquiry from Richard Davenport, that changing the member password on the NOS website would involve Bold Solutions. After further discussion, it was agreed by the Board to maintain the current member password.
    e. Marie discussed the issues with Joint Memberships. The secondary member's personal information does not currently appear in the Membership Roster. After further discussion, the Board agreed that a committee should be created in the spring to address this issue.
7. Jim Rawson advised the Board that the Motes books used for the Culture Class will cost $800.00 for 80 books which will be picked up from Motes Orchids at the Tamiami Orchid Show. A motion was made to issue Motes Orchids a check in the amount of $800.00, it was seconded and approved.
8. The next Board meeting will be on Monday, February 5, 2024, at the Forest Glen Golf and Country Club Community Center. It will begin at 6:30 p.m.
9. There was a motion to adjourn the meeting, it was seconded and the meeting was adjourned at 8:55 p.m.

SHOW COMMITTEE MINUTES

1. Stu Rubin advised that negotiations continue with the Naples Botanical Garden for the Memo of Understanding for the Show.
2. Stu advised that he has been receiving various vendor exhibition fee payments.
3. Jim Rawson advised the Board that the new "Show Schedule" has been sent to Dorothy Bennett, AOS Senior Judge, for her review.
4. The Board was reminded that:
    a. Show setup is Tuesday-February 13, plant registration is Wednesday-February 14, AOS judging is Thursday-February 15, and the Show runs from Friday, February 16 through Sunday, April 18, with takedown after 5:00 p.m. on Sunday.
    b. Registrars will be Sue Roehl, Rae Jean Walker, Stu Rubin and AOS judge Carol Holdren. Richard Davenport will input registration information into the computer and he, Stu Rubin and Jim Rawson will be responsible for the final registration report for the AOS judges.

5. Stu Rubin discussed the status of sponsors advising that he continues to hear from community businesses. He has submitted sponsor logo information to the Graphic Design company for final rack card design.
6. Stu Rubin advised the Board that he is reviewing possible decorations for the Show.
7. Jim Rawson discussed advertising for the Show. An ad for the Show will be on two TV stations, in the Florida Weekly and other local magazines. Karen Davenport will post Show information on the NOS and Florida Orchid Growing Facebook pages.
8. Jim Rawson discussed cash awards for the Show. He advised that several categories have been eliminated from the Show Schedule and some cash awards have been revised.
9. Carolyn Booker discussed the $3,000.00 food budget for the Show. After discussion, it was determined that there will be service and cost reductions to the contract with Fogg Café for beverage service.
10. It was decided that the NOS trailer would be picked up from the Church the morning of setup.
11. There was a motion to adjourn the meeting, it was seconded and the meeting was adjourned at 9:30 p.m.

Respectfully submitted,
Karen Davenport, Secretary