

BOARD OF DIRECTORS
Meeting Minutes
October 28, 2021
Forest Glen Golf and Country Club Community Center
Naples, Florida

In attendance: Richard Davenport, Jim Rawson, Marilyn Moser, Lanelle Bishop, Sheila Demkovich, David Orr, Kris Morton, Dick Pippen, Rae Jean Walker. Sue Roehl and Mary Jo Shively attended by phone.

Meeting called to order by Richard Davenport at 6:43 p.m.

Minutes of September 21, 2021 reviewed, revisions made and approved.

Monthly Reports for October 2021

1. Treasurer Report from Sheila Demkovich. One CD has matured so Sheila has requested a check be mailed to the Society to be deposited in checking to cover show expenses.
2. Membership Report. An email from Veronica Catrombon was reviewed. There are currently 182 NOS members, 50 of them new and 17 renewals.
3. Staffing and Volunteer Needs.
 - A. Membership.
 1. Discussions concerning three proposed positions of Membership. We still need the Chair position. Veronica will continue to process payments for renewals and new members until a Chair is found. She will also keep the database, online roster and the Mailchimp mailing list updated and report to the Board monthly. The Nominating Committee will continue to look for someone for this position.
 2. New Member Packets were discussed. Reviewed hard copies versus an online New Member Packet which is Veronica's recommendation. No decision was made. Need to do some research.
 3. Ordering and picking up of engraved badges. Rae Jean will talk to Veronica to see where the badges are purchased. Chuck Ferber was discussed might be willing to serve if a company could be located nearer to where he lives in Ft. Myers.
 4. Mary Jo Shively has committed to manning the Welcome Table at the monthly meetings. This is the third part, non-voting, of the Membership Position.
 5. Rae Jean has been calling club members looking for new recruits and will continue to do so.
 - B. Nominating Committee Report.
 1. After much discussion, the following will be our new slate of officers to be presented at the November 4, 2021 meeting:
 - President: Richard Davenport
 - 1st Vice President: Jim Rawson
 - 2nd Vice President: Lanelle Bishop
 - Treasurer: David Orr
 - Secretary: Karen Davenport
 - Newsletter Chair: Kris Morton
 - Membership Chair: Open
 - 1 Year Director: Cynthia Bock is proposed. Rae Jean Walker will call.

2 Year Director: Rae Jean Walker
3 Year Director: Carolyn Booker
AOS Representative: Marilyn Moser
Webmaster: Sue Roehl

Past President: Richard Pippen (non-voting)
Education Chair: Open Position (non-voting)
Newsletter Publisher: Veronica Catrombon (non-voting)
2021 Orchid Show Chairman: Jim Rawson (non-voting in this position)
Publicity: Mary Jo Shively (non-voting)
Membership Welcome Table: Mary Jo Shively (non-voting)

Because David Orr has volunteered to become the Treasurer, NOS will not need to outsource this position, saving NOS thousands of dollars per year. Thank you, David!

4. Orchid Doctor.
 - A. Kit Kitchen-Moran compiled a spreadsheet for volunteers for Orchid Doctor presentations. This Sign-Up Sheet will be posted at November meeting to recruit presenters (and will also be included in upcoming newsletters/meetings)
 - B. Mary Lane will be leading the Orchid Doctor program discussing Growing Vandas at the November 4 membership meeting.

5. Orchid Culture Classes
 - A. Dick Pippen has volunteered to continue to be in charge of the Culture Classes. He has asked for help. Richard and Karen Davenport will attend each class as co-organizers with Dick.
 - B. So far six people have registered and paid.
 - C. The Davenports picked up the books from Motes Orchids at the Tamiami Show that will be given to each participant as a handbook for the classes.
 - D. Price for classes will be \$80.00 for NOS members and \$125.00 for non-members.
 - E. Speakers/categories have been lined up. There might be a conflict with the culture class speaker on January 15 as that will also be the day for the Tamiami Show Bus Trip. Carolyn Booker is scheduled for Catasetum discussion that day but might also be on the Bus Trip. We will find an alternate as the time gets closer.
 - F. Jim Rawson offered to help with printing of class materials to be given out at classes.
 - G. Dick will bring registration forms to the November 4 meeting.

6. NOS Holiday Party/Meeting on December 2, 2021.
 - A. Meeting will begin at 6:30 p.m.
 - B. Dick will be the Presenter for the evening.
 - C. Board will need to nominate people for AOS Award and/or Proclamations for Service to the Club. These awards are presented at the Holiday Meeting.
 - D. There will be two raffle baskets. Plants will be purchased from Palmer Orchids at their open house November 20. Baskets will be put together by Marilyn Moser and Karen Davenport.
 - E. Each member will receive a gift plant at the close of the meeting that Jim Rawson will purchase from Kalapana Orchids.
 - F. Not mentioned, but there will also be a collection of canned/non-perishable food.

- G. Rae Jean Walker will be in charge of selling raffle tickets.
- H. We will set up long tables with chairs for the meeting instead of just chairs.
- I. Lanelle Bishop is in charge of food. So far sheet cakes, coffee and water will be provided. Lanelle thinking about an appetizer that would be Covid friendly. She will purchase all paper products.
- J. The Budget for the Party/Meeting will be approximately \$1650.00:
 - \$1000 for Gift Plants (Approximately 80 plants at 12.00 each on average)
 - \$300.00 for Food
 - \$50.00 for paper products
 - \$300.00 for Raffle Baskets/plants

Rae Jean moved to approve Holiday Party budget, Marilyn Moser seconded and it was approved.

- 7. The next Board of Directors meeting will be moved to Monday, November 15, due to Thanksgiving week conflicts. Rae Jean will confirm date change with Forest Glen Community Center.
- 8. New Topics
 - A. Sheila advised there was an insurance bill of \$547.00 for Non Profit Organization Pillar coverage and asked for approval to pay. Kris Morton moved to approve, Lanelle Bishop seconded and motion passed.
 - B. Lanelle discussed new bus trip to Tamiami Show in Miami on Saturday January 15. There was discussion concerning insurance issues for anyone reserving a seat through our club since the Southwest Florida Orchid Society arranges for the bus and needs our club check to made out to them and not the bus company. Sheila said we should research if the bus company covers all riders in case of an accident. It was also decided GCOA should be invited to participate. The bus company needs 48 people.
- 9. Meeting was adjourned at 8:22 p.m.

Respectfully submitted by
Karen Davenport, Secretary

SHOW COMMITTEE
Meeting Minutes
October 28, 2021
Forest Glen Golf and Country Club Community Center
Naples, Florida

In attendance: Jim Rawson, Richard Davenport, Dick Pippen, Marilyn Moser, Lanelle Bishop, Rae Jean Walker, Kris Morton, Sheila Demkovich, Karen Davenport and David Orr. Mary Jo Shively and Sue Roehl attended by phone.

Meeting called to order at 8:23 p.m.

1. Show Report by Jim Rawson Chair
 - A. Show will be held in Kapnick Hall at Naples Botanical Gardens
 - B. There will be a further meeting with the Garden for layout guidelines.
 - C. Jim reports that the Firewatch Question will be reviewed. The charge of approximately \$6,000.00 to be shared by the Garden and NOS as an expense of the show may not apply since all vendors will be outside Kapnick Hall, resulting in less congestion.
 - D. The Garden says they will not be using a reservation system this year.
 - E. The following vendors have accepted invitations for the show:
 1. Krull Smith
 2. Odom's Orchids
 3. Mac's Orchids
 4. Hamilton Orchids/Bredren Orchids
 - F. An invitation to be the fifth three-day vendor has been sent to Palmer Orchids. If Palmer is unable to attend, then Springwater Orchids and Plantio La Orquidea will be considered.
 - G. OFE will participate as a supply vendor.
 - H. Bactra unable to participate
 - I. Jim will be sending invitations to up to nine orchid related vendors to participate in the additional table available on a daily basis, three vendors per day.
 - J. Fee for three-day vendors is \$750.0 each. One-day Vendor fee will be \$85.00.
2. Show Budget by Sheila Demkovich
 - A. Show Budget from 2019 was reviewed. Sheila will be sending out 2019 Show budget to all BOD members.
3. Pre-Registration of Plants
 - A. Veronica will not be available.
 - B. Dick Pippen, Sue Roehl and Marilyn Moser will participate.
 - C. Veronica Catrombon will provide laser printer.
4. Volunteers/Clerks

- A. Kris Morton has all sign-up sheets and will bring to January meeting.

- 5. Show Awards
 - A. AOS Award already ordered. Three additional award orders will be placed by Kit Kitchen-Moran.
 - B. Marilyn Moser will be responsible for individual plant awards/cards.

- 6. Flower Baskets for Raffle
 - A. There will be three baskets for each of two days for a total of six baskets.
 - B. Marilyn Moser and Karen Davenport will do basket arrangements.

- 7. Publicity Rack Cards, TV, Programs
 - A. Mary Jo Shively will be coordinating with Jim Rawson. 2019 actual costs will serve as a guide, with some increases possible due to economic conditions.

- 8. Sponsors
 - A. We need to find a new volunteer to obtain sponsors.

- 9. Judges Lunch and Snacks
 - A. Lanelle will be organizing lunch and snacks. There is some concern that room with sink and refrigerator may not be available due to remodeling at the Garden.

- 10. Other Business. None

- 11. Next Meeting currently scheduled for Monday November 15, following the regular BOD meeting.

- 12. Meeting adjourned at 8:55 p.m.

Respectfully submitted by,
Karen Davenport, Secretary

