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# Maryland Orchid Society | Board Meeting Minutes

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Thursday – July 26, 2012

## **Board Members Present**

Eric Wiles – President, Activities  
Sarah Spence – Vice President  
Chip Hiebler - Treasurer  
Bill Scharf – Past President, Show  
Valerie Lowe – Away Shows, AOS/ODC  
Laura Sobelman – Newsletter  
Tom McBride – Show Table  
Margaret Smith – Hospitality  
Clark Riley – Website  
Mary Chiu – Controller  
Jamie Riegal – House  
Bill Ellis – Auction, Mentoring  
Sarah Hurdel – Secretary  
Chris Zajac – Director  
David Smith - Education

## **Call To Order** – Eric Wiles

- The meeting was brought to order at 7:47 PM.
- The hosts for the meeting, David and Margaret Smith, were thanked for their hospitality.

## **January and April Minutes**

- Bill Ellis motioned to approve the January minutes. Chip Hiebler seconded the motion and it was approved by voice vote.
- Eric Wiles motioned to approve the April minutes. Chip Hiebler seconded the motion and it was approved by voice vote.

## **Financials**

- Chip Hiebler has no report at this time.
- Eric Wiles reports that the MOS Mutual fund account is solvent.
- Mary Chiu reports that the Personal Property Tax was filed on March 27, 2012. She also informed the board of a letter received from T. Rowe Price regarding the 501C account, and is requesting social security numbers from 4 board members and the controller in order for them to have authorization to make changes to the account.
- Mary also reports that she renewed the sales tax exemption, and the new certificate will be mailed out on August 30, 2012. Bill Scharf inquired as to whether we could make copies of the card. After brief discussion, Chip Hiebler was given a copy of the old card and volunteered to make any needed copies.

## **Standing Committes**

### **Away Shows – Valerie Lowe**

- NCOS Show – Setup October 4 / Teardown October 8
- SOS Show – Setup October 18, the same day as MOS meeting
- SEPOS Show – Dates and location are unknown at this time, as SEPOS will no longer hold their show at Longwood Gardens.

### **AOS/ODC – Valerie Lowe**

- No report at this time.

### **Auction – Bill Ellis**

- Signed contract for November 10, 2012 at the Dewey Lowman Post.
- No changes in budget requested.
- Bill noted that he would like to retire from his position following the 2012 auction, and would like suggestions for a replacement.

### **Education - David Smith**

- David has created a list of tentative topics and presenters which will be published in the newsletter.

### **Activities – Eric Wiles**

- April workshop was a success, with around 40 people attending.
- Summer picnic was also a success, discussion about next year's June meeting becoming the picnic.
- Members repotting clinic – August 25 @ 10 am at Margaret and David Smith's home

### **Hospitality – Margaret Smith**

- No report at this time.

### **House – Jamie Riegel**

- No report at this time

### **Library – Norma Lynch (absent)**

- Bill Scharf solicited book purchase suggestions

### **Membership – Marilyn Lauffer (absent)**

- No report at this time.

### **Newsletter – Laura Sobelman**

- Laura made a plea for Newsletter contributors to adhere to deadline, no later than 10 days before meeting.
- Sarah Spence, Bill Ellis and Sarah Hurdell volunteered to assist Laura as needed.

### **Program –**

- Gary Smith is no longer Program chair. Discussed the need for a replacement, but no decisions were made.

- Discussed the need for a plan and documentation for the new Program Chair for dealing with out of town speakers.
- The difficulty of transporting speakers to and from the airport was discussed, and Barbara Buck volunteered to help if needed.
- Accommodations for the speaker were also discussed, and David and Margaret Smith, as well as Sarah Spence, volunteered to host an out of town speaker if needed.

#### **Refreshments – Barbara Buck**

- No changes to budget requested.

#### **Show – Bill Scharf**

- Bill received positive feedback from new vendors, though J&L and Woodstream appear to be unsure about returning next year.
- Silva Orchids has expressed interest in becoming a vendor, and may also be willing to be a speaker as well.
- Suggestions for new vendors were discussed : Duffin or Hadley Cash may be possibilities.
- Sarah Spence suggested the need for orchid themed merchandise vendors.
- Gary Smith is working on new exhibitor registration forms in a PDF format, instead of Excel.
- Joan Roderick is still interested in handling banquet.

#### **Show Table – Tom McBride**

- Discussed encouraging members to show in the Novice Class.
- Discussed ways to speed up show table judging – choosing judges ahead of time with a mix of both experienced and novice growers.
- No change in budget was requested.

#### **Sunshine – Janice Mazur**

- No report at this time.

#### **Website – Clark Riley**

- No report at this time.

### **Special Committees**

#### **Finance**

- Bill Scharf, Gary Smith, and Chris Zajac volunteered to be on the finance committee.
- Mary Chiu suggests including finance committee in upcoming meeting between Chip Hiebler and Patti Kelt, the former Treasurer.
- End of year Treasurer's report has not been produced.

#### **Mentoring – Bill Ellis**

- Bill reports that he is finding that the main function of the mentors have been answering questions during monthly meetings and at the workshops.

- Currently there are 6 mentors, Eric Wiles, David Smith, Steve and Rachel Adams, Bill Ellis, and Bill Scharf.
- Barbara Buck, Mike Moran and Jaimie Riegel were suggested as possible mentors.
- Concern was expressed that the green dots which mentors used was not visible enough. Sarah Hurdel volunteered to look into ribbons which would attach to nametags.

### **Recognition – Eric Wiles, Gary Smith, Bill Scharf**

- Soliciting for recognition recommendations.

### **Website Redesign – Gary Smith, Bill Scharf**

- Bill Scharf reports that he is willing to do the creative side of the redesign, but would like help with the content. He will try to put together a mockup to present to the board.
- Clark will continue to host the site, but will not participate in the redesign.

### **Old Business**

- Lou Buck presented Eric with the bill for the shed roof, which was given to Chip Hiebler.

### **New Business**

- The need for a Communications Director was discussed, and although considered important the idea was tabled for future discussion.
- Sarah Spence expressed concern that the meeting auction bidding increments were inconsistent and it was agreed that \$2 increments should be encouraged.
- Gary Smith offered to send out job descriptions and bylaws to past and current officers and committee chairs. Eric encouraged the effort.
- Prompted by an incident of missing plants at a recent monthly meeting, it was suggested that signage on the speaker's sale table to make it clear that plants are for sale might be in order.
- Bill Scharf was contacted by the Greenspring Station Garden Show, which is interested in having us there to sell plants and possibly exhibit. After some discussion, there was interest in participating, but more details were needed. Eric Wiles motioned to form a committee, Chip Hiebler seconded the motion and it was passed by voice vote. Laura Sobelman, Sarah Spence, and Barbara Buck volunteered to join the committee. Bill Scharf will follow up to find out more details.

### **Next Meeting**

- Next board meeting is scheduled for Thursday, October 25, 2012, 6:30 PM at the home of Lou and Barbara Buck.

**The meeting was adjourned at 10:38PM**

**The July 26, 2012 minutes were approved on October 25, 2012**

**Respectfully submitted,**

**Sarah Hurdel, Secretary**