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# Maryland Orchid Society | Board Meeting Minutes

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Thursday – July 25, 2013

## **Board Members Present**

Eric Wiles – President  
Sarah Spence - Vice President  
Sarah Hurdel – Secretary  
Barbara Buck - Refreshments  
Mary Chiu - Controller  
Gregg Custis - Director  
Chris Zajac – Director  
Laura Sobelman - Newsletter  
Deborah Dade - Program  
Marilyn Lauffer - Membership

Valerie Lowe – Away Shows,  
AOS/ODC  
Norma Lynch - Library  
Janice Mazur – Sunshine  
Thomas McBride – Show Table  
Joan Roderick - Show  
David Smith – Education,  
Activities  
Margaret Smith – Hospitality

## **Other Members Present**

Gary Smith  
Ann Lundy  
Lee Lundy  
Lou Buck  
Cathy Hiebler  
Jenny Hildebrand

## **Call To Order – Eric Wiles**

- The meeting was brought to order at 7:50 PM.
- The hosts for the meeting, Margaret and David Smith, were thanked for their hospitality.

## **April Minutes – Sarah Hurdel**

- Eric motioned to accept the April minutes. Sarah Spence seconded the motion and it passed by voice vote.

## **Financials**

### **Treasurer's Report – Chip Hiebler (absent) via Cathy Hiebler**

- See attached Treasurer's report
- Chip noted that the spring show net was down from last year.
- Based on his numbers, Chip believes that the MOS is solvent.
- Tom McBride motioned to accept the Treasurer's report. Deborah Dade seconded the motion and it passed by voice vote.

### **Controller's Report – Mary Chiu**

- Mary presented her research into the NCOS bar coding and cash register system. She recommended that we adopt a similar system, for use at the annual show, which she believes would speed up check out, simplify bookkeeping and improve vendor confidence.
- Mary has researched the NCOS system, and outlined the options and costs. Her conclusion was that borrowing equipment from NCOS or buying our own equipment were the best options.
- Mary presented a motion to buy a cash register system, with budget of \$3,000. Sarah Spence seconded the motion. However, following discussion, the motion was amended as follows: a \$3,000 budget is granted to the show committee to explore and implement a bar code system for use by 2014.
- Tom McBride seconded the motion as amended and it was passed by voice vote.

### **Standing Committees**

#### **Away Shows – Valerie Lowe**

- Valerie reported that Susquehanna Orchid Society has changed their show venue to the Ware Center in downtown Lancaster, and is still unsure if we will be exhibiting at their show.
- NCOS show setup will on October 10<sup>th</sup>, with teardown on October 14<sup>th</sup>.

#### **AOS/ODC – Valerie Lowe**

- Valerie reported that she received a letter from the AOS asking for financial support from societies for the special issue which is produced annually.
- Sarah Spence motioned to donate \$250 to the AOS for the special issue. Joan seconded the motion and it was passed by voice vote.
- The Meritt Huntington Symposium will be September 13-15<sup>th</sup>.

#### **Auction – Aaron Webb**

- The Annual Auction has been scheduled for November 9<sup>th</sup>, at the Dewey Lowman Post.
- Aaron requested no change in the auction budget from the previous year.
- Auction committee meeting to be announced.
- Volunteers for temporary housing of plants will be needed.

#### **Education - David Smith**

- David will submit his list of Education Corner topics and presenters to be published in the newsletter.

### **Activities – Eric Wiles**

- Eric reported that the Rawlings Conservatory/Cylburn Arboretum trip was a success.
- The summer picnic was canceled due to heat, and has been rescheduled for August 24<sup>th</sup> at 4pm.
- The Repotting clinic will take place at the home of David and Margaret Smith, on September 21st at 11am.

#### **Hospitality – Margaret Smith**

- Nothing new to report.

#### **House – Gregg Custis**

- Ernie Drohan now has his own set of keys to the church, and will act as back up for Gregg.

#### **Library – Norma Lynch**

- Norma is looking for recommendations for book purchases.
- Keeping track of books has improved with new system.
- Concern was expressed regarding the small number of members utilizing the library.
- She noted that the current library list needs to be updated on the website.

#### **Membership – Marilyn Lauffer**

- Marilyn reported that the MOS currently has 133 members, and that renewal notices will be sent out soon.
- There will be no changes to dues structure.
- Laura Sobelman will be helping Marilyn again this year with production of the roster.
- The roster will continue to recognize spouses of life members, and will denote deceased life members with an asterisk.
- Outdated membership forms which refer to the \$10 half-year memberships will need to be thrown out. The Membership form on the website needs to be updated.

#### **Newsletter – Laura Sobelman**

- Laura feels that the Judges' Choice articles are important content for the newsletter, but she has difficulty coaxing some members to produce one.
- She also noted that all contributors to the newsletter should let her know if she should save space for their articles.

#### **Program – Deborah Dade**

- Deborah reported that Speaker expenses last year were less than expected.
- Deborah also noted that due to meeting schedules, she may not be able to rely on sharing speakers with societies and that expenses next year may be higher.

#### **Refreshments – Barbara Buck**

- No report

**Show – Bill Scharf (absent)**

- No report
- No committee meeting has been scheduled.

**Show Table – Tom McBride**

- Tom reported that show table participation remains good.
- The budget was exceeded for year-end awards.

**Sunshine – Janice Mazur**

- Get well cards have been sent to Bill Scharf and Chip Hiebler.

**Website – Clark Riley (absent)**

- No report

**Special Committees****Finance – Chris Zajac, Gary Smith, David Smith**

- Finance committee has not yet convened, but plans will be announced as soon as they are finalized.

**Mentoring – Sarah Hurdel**

- Sarah outlined ideas for the mentoring committee, including working with Education and Activities committees to informally connect newer members with those more experienced.
- Sarah Spence and Eric Wiles volunteered to help.

**Recognition – Eric Wiles, Bill Scharf (absent)**

- Gary reminded the Board that he has list of awards and recognition possibilities, which he offered to forward to Eric.

**Website Redesign – Gary Smith, Bill Scharf (absent)**

- Gary reported that a basic content document has been created and that Bill has been working on a look-and-feel concept for the website.

**Social Media - Jenny Hildebrand**

- Jenny will research options and come up with plans to present to the board.
- She will be focusing on Facebook and orchid forums.

**Old Business****Bylaws – Eric Wiles, Sarah Spence, Lee Lundy, Tom McBride, Gary Smith**

- A Bylaws committee meeting has been tentatively arranged for August 15<sup>th</sup> at the home of Sarah Spence with a mandate to review the entire bylaws document with special emphasis on the definition of membership, life membership and dues.

### **Relocation – Cathy Hiebler**

- Cathy reported that the classroom located at the Cylburn Arboretum appears to be a good possibility for a new monthly meeting location. The only sticking point appears to be the lack of storage space for meeting supplies and the MOS Library.
- A relocation committee was formed to include Cathy Hiebler, Sarah Spence, Tom McBride, and Sarah Hurdel - to arrange a meeting with Cylburn, and report findings at next board meeting,

### **Maryland State Fair - Sarah Spence**

- Sarah reported that she spoke to a representative from the Maryland State Fair and that they are interested in having us set up a display for the 2014 Fair.
- Barbara Buck volunteered to help Sarah with the display.
- Sarah also noted that there are currently no awards specifically for orchids, but believes there may be a possibility for one in the future.

### **New business**

- Valerie put forth a motion to donate \$500 to the NCJC to help defray the cost of sending a local representative to the AOS trustees meeting. Gregg Custis seconded the motion, and it was passed by voice vote.

### **Next Meeting**

- Next board meeting is scheduled for Thursday, October 24<sup>th</sup> 6:30 PM at the home of Norma Lynch.

**The meeting was adjourned at 10:42 PM.**