

AMERICAN IRIS SOCIETY BOARD OF DIRECTORS MEETING
PORTLAND, OR
NOVEMBER 2-3, 2018

FULL MINUTES

I. CALL TO ORDER

President Gary White called the Fall Meeting to order at 7:04 PM on Friday, November 2, 2018. White welcomed everyone and reminded us that this meeting is open to the public. Only AIS Board members may vote. Introductions were made by board members, committee chairs, RVPs and guests.

Present during the various sessions were: **Officers:** Gary White, president; Jody Nolin, 1st vice president; Andi Rivarola, 2nd vice president; Michelle Snyder, secretary; and Dwayne Booth, treasurer. **Administrative Officers:** John Jones, registrar/recorder; John Ludi & Kay Ludi, publication/sales; and Claire Schneider, recording secretary. **Directors:** Claire Schneider, Dawn Boyer, Gerry Snyder, Howie Dash, Janis Shackelford, Jill Bonino, John Ludi, Neil Houghton, Phyllis Wilburn, and Wayne Messer. **Committee Chairs:** Advertising Editor, Dawn Boyer; Affiliations/Affiliate Liaison, Jody Nolin; Awards, Gerry Snyder; Exhibition Show Reports, Wayne Messer; Foundation Liaison, Jill Bonino; Image Coordinator, Neil Houghton; Insurance, Michelle Snyder; Iris Program Resources (digital), Neil Houghton; Library, Dave Silverberg; News & Notes, Wayne Messer; Public Relations, Social Media, Andi Rivarola; RVP Counselor, Howie Dash; Section & Cooperating Society Liaison, Phyllis Wilburn; Strategic Planning, Andi Rivarola; Symposium, Riley Probst; and Youth, Cheryl Deaton. **RVPs:** Ann Booth-13, Jean Richter-14. **Guests:** Shirley Trio-Probst, Bonnie Jean Nichols.

A quorum is present.

Note: The agenda is a guide and is subject to change. These minutes reflect the sequence of reports, discussions, and motions as they happened during the meeting and do not follow the precise order of the agenda.

Directors - Michelle Snyder

Because no additional nominations have been received, the published candidates for the AIS Board of Directors are duly elected by acclamation. They are Neil Houghton, Wayne Messer, Janis Shackelford and Phyllis Wilburn.

Motion 1:

That John Jones is appointed as motion secretary.

Motion by Michelle Snyder and seconded by Howie Dash. The motion was carried.

Howie Dash is appointed as Parliamentarian.

III. REPORTS OF OFFICERS

President – Gary White submitted an electronic report.

White is pleased with the work being accomplished during the teleconferences and video conferences. These conferences have helped “the flow of motions.” At the convention last spring in New Orleans, the president and vice president of the Dwarf Iris Society (DIS) resigned and there was a discussion and vote by members at the convention to dissolve and merge with the Median Iris Society (MIS). However over the summer some of the DIS members said they disagreed with the merger and wanted to revive the DIS. White then asked AIS legal counsel, Veronica Johnson, to review the bylaws of the DIS, MIS and AIS to clarify the steps necessary for a section to dissolve and/or merge with another section. Johnson reported that there should have been a 30 day waiting period between the motion to dissolve and voting by the membership to allow time for discussion. If the merger does take place, MIS would change their name to include the DIS and that name change would need to be approved by the AIS Board of Directors. In the meantime, the secretary of the DIS sent out an email with a motion to elect a new president and that person would appoint their own board of directors. Veronica Johnson, legal counsel, said that according to their bylaws, this is not the proper procedure for electing a new president. Gary has organized an electronic board meeting for the Dwarf Iris Society on November 15 to resolve the issue, that the DIS will continue as a section or that they merge with MIS.

If a 501(c)3 section changes its name, is it necessary for them to go through the application process of becoming a 501(c)3 again? They will have to change their name with the state, but about its status as a 501(c)3, they will have to check with someone familiar with the tax-exempt laws.

II. MINUTES

The minutes of the September 26, 2018, were posted online.

Motion 2:

That the September 26, 2018 teleconference minutes be approved.

Motion by Michelle Snyder and seconded by Jody Nolin. The motion passed with one dissent. Comment: Dwayne Booth reported that he has had problems with teleconferences, with connection, with video and even with audio. He added that as treasurer, it is important that he be included in conferences especially when financial issues are discussed and voted on.

III. REPORTS OF OFFICERS (continued)

1st Vice President – Jody Nolin has submitted an electronic report.

2nd Vice President – Andi Rivarola has no report.

Secretary – Michelle Snyder has submitted an electronic report.

Michelle sent nine boxes of historic AIS documents, papers and journals to the AIS library. The library received only six boxes and some of those boxes were severely damaged and items were missing. After she returns home, Michelle will follow up to find out where the other three boxes are and what recourse there is for damaged and missing items.

As approved by the board, Michelle had planned to send a copy of the operations manual to David Cupps for him to post on the AIS website. Because David has been incommunicado, Michelle today has in her possession a thumb drive of the operations manual so someone can put it on the website.

To clarify the flow of deposits to the AIS, all checks should be sent to Michelle. She then sends them to Dwayne for deposit in the AIS account. When Michelle is unavailable the procedure will be that she sends out an email notice that instructs everyone to send checks directly to Dwayne for deposit.

Treasurer – Dwayne Booth has paper handout copies of his reports.

Referring to the Narrative Report, Dwayne has been purchasing CDs as interest rates increase. When the fiscal year ends (September 30) the balance in the restrictive accounts will be \$172,670 and their CD is currently making about 3%.

Referring to the Profit & Loss report, there was a loss this year. The budget contains many fixed costs. Several of the anticipated income sources did not meet expectations. A recommendation is to increase the emphasis on and publicity about donations. Most donations come from affiliates and memorials for deceased members. Storefront income has declined. Because people are using more digital content a recommendation is that the storefront place less emphasis on merchandising hardcopies while increasing their inventory of digital items and charging a fee for access to those digital items.

The credit card processing fee for membership dues and AIS Bulletin ads is 33% and handled by Global Pay. The fee for credit card use in the storefront is 40% and is handled by Elavon. A recommendation is to stop using the expensive credit card terminals and move to an online credit card processing system such as Authorize.net operated through Wells Fargo merchant services. They charge approximately three to four percent. Michelle reported that she has been using an Authorize.net account to enter membership fees. AIS does have Paypal accounts and they charge less than four percent. The fee for using the Square is about the same as Paypal and the credit card does not need to be in hand to use it.

This will be Dwayne's last year as treasurer. He recommended that a new treasurer be named as soon as possible so that he can begin training that person. A recommendation is to add a business manager as a paid position and non-voting member to the AIS Board. This person would advise the AIS Board on financial policies and strategies.

According to the Convention Balance Sheet, there was a profit of \$9227.55 from the 2018 convention which will be shared between AIS and the Greater New Orleans Iris Society. Andi Rivarola pointed out that Joe and Patrick kept a tight budget on convention expenditures which is why the convention has shown such a strong profit. Although it made extra work for the registrar, Ken Fox, the ala carte registration was applauded by the attendees. Several issues were reported about the finances of the Boutique including credit card charges, a missing business license and payment of state sales tax. The Audit Committee will present their report later.

The remainder of the treasurer's report and the budget were tabled until later.

Editor – Jane Milliman (not present) did not submit a report. The fall issue of the AIS Bulletin is being finalized and probably will be mailed out mid-November.

Advertising Editor – Dawn Boyer did send a report, but it wasn't posted online. Income from Bulletin ads peaks in the spring when hybridizers want to advertise their new products and in the fall when the shopping ads are renewed. Ads for the year (in four AIS Bulletin issues) for 2019 are due no later than December 15. In September Dawn sent out email and snail-mail reminders to the advertisers about the deadlines. She sent another reminder four weeks later. As of yesterday, there were twenty-seven ad renewals which will bring \$2300 to the coffers in ad payments.

IV. ADMINISTRATIVE REPORTS

Membership – Tom Gormley (absent) has submitted an electronic report. AIS membership is at 3905, down by 255 for the year. Membership income was about \$5000 less than budgeted. The voucher program has seen 3086 new or upgraded members since its inception and 404 since last fall. E-membership is at 416, a decrease of 33 since last year. Of the 416 e-members, 240 are regular members of AIS. The Membership Development Committee will report later.

The Youth Group has fluctuations in membership, anywhere from 350 to 450. Some kids don't renew when they turn 18. Classroom iris programs grow or fail based on their sponsors. Because of district guidelines on curriculum, some schools don't have time for iris.

Registrar/Recorder – John Jones has submitted an electronic report. At the last Board meeting, money was allocated to the registrar to upgrade software. John with the assistance of an advisor is developing software that will allow remote and automated registration of iris. They have been writing up the descriptions for standards, falls, ruffles, etc. which would be included on the registration form.

Gary White has received an email from a hybridizer who is interested in extending the name registration reserve from three to five years. At one time, a name reserve was forever. Then it was reduced to five years and later was reduced to three years. For a fee, the hybridizer can renew their reservation of name. John will write a report on the name reserve system and present it at the January teleconference. He will include the impact of extending the reservation period from three to five years. Income will decrease if the reservation period were to be increased.

Registration of historic arils and arilbreds – Howie Dash
Approximately 100 *Regeliacyclus* were introduced in the early 1900s in Holland. The Aril Society would like to register some of them, especially those that are currently being cultivated and those that have been used for hybridization. Because they originated in Europe and because so much time has passed, it is difficult to assess if the iris we want to register is the original iris. A lot of research needs to be completed before these irises can be registered.

John Jones said that the original descriptions of these antique arilbreds need to be updated with additional descriptive information. There have been problems with the names of these irises. For example, there are at least two other irises with the name of Vera. One point that needs clarification is what is the definition of significant? How many offspring must a historic iris have in order to be considered significant? Also, if an iris is not extant, then can its name be used again? The guidelines for names have changed. At one time, an iris cultivar name could have only two words. Now a cultivar name can have four words.

Howie and John have brought up two issues: the registration of historically significant, introduced irises and the waiving of fees for their registration. The process for registering foreign irises is complicated. Regarding waiving the fee for registering any iris, does AIS want to add to the workload of the registrar, which is a paid position, without collecting a fee? On the other hand, these irises are over 100 years old and should be given consideration of a fee waiver. Perhaps the AIS Foundation would sponsor the registration of these historic irises. A bit of trivia, the AIS registry of irises is the third largest in the world.

There was no motion and further discussion is tabled until tomorrow. Howie Dash and John Jones will work on this. And Howie Dash will continue his work on the registration of approximately 100 historic aril and arilbred irises but pursuing the registration of a few.

Recording Secretary – Claire Schneider did not submit a report.

Publications Sales Director – John Ludi submitted three electronic Storefront reports. The 2019 calendar has sold out! Good job, John!! The R&Is dated before 2010 have been discarded. John presented a history of the sales of the brochure, Invitation to Join (ITJ) the AIS, and requests funds to publish another 10,000 brochures.

Discussion: The purpose of the ITJ is to publicize AIS. However, it is not a big money-maker for AIS, so AIS should consider posting an e-file of the ITJ brochure on the AIS website. Affiliate clubs could take it to their local printer for printing, thus saving AIS the cost of publishing and postage. Also, what about creating bookmarks that promote AIS or AIS sections? Jody said that for \$30 she has 500 bookmarks printed on cardstock. Does anyone know how many AIS membership applications are submitted on the brochure form? If the number is low, then printing more ITJ brochures would be a poor financial decision. It might be more prudent to publish bookmarks. And post both these items on the website. Both the ITJ brochure and bookmark could use some “sprucing up.” Howie suggested that any AIS application should include an obvious space for making a donation to AIS and information about the Voucher Program. Speaking of donations, does membership payment through Paypal include an option to add a donation to AIS? The answer is “no.”

Andi Rivarola has volunteered to design and Jody Nolin has volunteered to collect a quote on the price of the bookmarks.

Motion 3:

That we redesign the ITJ into a bookmark format to include a donation line and include the voucher program.

Motion made by Howie Dash and seconded by Andi Rivarola. Passed unanimously.

Comment: Someone should post the current version of the ITJ on the AIS website. Soon!

Calendars – Janet Smith (absent) submitted an electronic report.

John Ludi reported that the 2019 calendars are sold out. Two bids have been received for publishing the 2020 calendars, 750 for \$1835 and 1000 for \$1967.

Discussion: The 2020 calendar represents a historic and significant year for the AIS. If this calendar sells out, then John can ask the Board for funds for a second printing.

Motion 4:

That we authorize John Ludi to purchase one thousand 2020 calendars for resale.

Motion by Dwayne Booth and seconded by Michelle Snyder. Motion carried.

VII. REPORTS OF SPECIAL COMMITTEES

Intellectual Property – Bob Hollingworth (absent) submitted an electronic report.

Veronica Johnson sent Gary White a letter regarding an intellectual property theft from the AIS register several years ago. Dave's Garden downloaded the entire iris registry. Dave's Garden became All Things Plants and now is called the National Gardening Association. After consulting with Annette Heller, professor of law at Washington University in St Louis, Veronica is passing along these recommendations:

- 1) Register our copyright with the U.S. Copyright Office. The AIS can tell others not to steal our information, but there's no way to enforce violations unless our copyright has been registered. Registration can be completed online. If we have to sue (after our copyright has been registered) then statutory penalties and attorney fees are available.
- 2) Write to the National Gardening Association to tell them our copyright is in place and demand that our iris information be taken down or is properly credited to the AIS.
- 3) Insure that our membership agreement contains a clause that prohibits the copying of AIS information or data. AIS could include a penalty provision in the membership agreement. A suggestion is to develop a way to track members' use of AIS data information which would be used as evidence in the event of copyright violations.
- 4) Put something in the data base that others would not notice but if data were copied, we could recognize it as ours and have proof that the data had been stolen. E.g. a typo inserted in the data.

Gary recommends that the Intellectual Property Committee study the topic of thefts of copyrighted intellectual property and eventually make a proposal (i.e. motion) to the board.

Comment: The copyright information needs to be on the front page of the AIS Iris Encyclopedia and included in all the AIS digital programs.

Ad Hoc- Library – Jill Bonino

After the tour of the library on Sunday Jill will ask for suggestions and comments regarding the library.

VIII. REPORTS OF STANDING COMMITTEES

Affiliations – Jody Nolin has submitted an electronic report.

The process of affiliation has gone smoothly this year, so there is no need for changes. The Affiliate Report submitted last spring contained statistics. All the sheets and forms are in a digital form, so anyone could take over the “fun” position of affiliate chair.

Comment: The affiliate websites are not on the AIS website and should be.

Awards – Gerry Snyder has submitted an electronic report.

Online voting works well and the number of people voting online increases from year to year. At a previous AIS board teleconference it was decided to reimburse the British Iris Society for the cost of the Dykes medal and that the medal would be plated instead of solid gold. The Wister Medal, which was thought to be lost, has in fact deteriorated. The cost of creating a new mold of the Wister Medal would be covered by Capital Medals. A quote for twenty-five blanks (later to be engraved) was \$1936.18 from Capital Medals. The engraving costs approximately one dollar per character. Yes, we should be able to shop around for other quotes, but someone with more business and bargaining experience than the current awards chair could handle that. An update on the Wister Medal debacle could be given at the next teleconference.

Appropriate engraving on the Caparne-Welch Medal for a miniature dwarf bearded iris is being studied (e.g. where on the medal, font) so that two of these medals can be properly engraved and sent to previous winners. There are only two of these remaining in the stockpile so more of these should be ordered.

Regarding the three AIS honorary awards, Gary White reported that the inventory is low and more need to be purchased. The cost of the Distinguished Service Medal (DSM) was quoted at \$200 per medal. This medal is given out almost every year. None remain of the Warburton Medal, which goes to an overseas member. The stockpile contains six of the Hybridizer Medals, which is given out sporadically. Perhaps purchasing multiple medals at a time and choosing a plated version of each medal would reduce the cost. Gary will investigate and present his findings at a future meeting.

Motion 5:

That the AIS Board limits the award of Median Iris Society medals to iris first originated and introduced in the United States or Canada (North America).

Motion by Dwayne Booth and seconded by Andi Rivarola.

After much discussion Jill Bonino called for the question. Motion failed.

Discussion: This motion originated from the Median Iris Society. The Dykes Medal has the same requirement, that the awarded iris has originated and been introduced in the United States or Canada. However there are societies (e.g. Aril International Society) that do not have this requirement. If this limit were to be enacted for the Median Iris Society, it would open the issue with other AIS societies. Other nations have their own award system which is to say irises from other countries can win awards in their own country. This motion does not indicate that a limit

such as this would be applied to HMs, AMs and HCs. The definition of, “the origin and introduction of an iris” is unclear. What would be considered the origin of an iris that has been hybridized and introduced in the United States by a non-American?

VII. REPORTS OF SPECIAL COMMITTEES (continued)

Bylaws – Jody Nolin has submitted multiple electronic documents.

The changes approved by the AIS Board will not go into effect until they are voted on by the membership. A summary of the changes is in the Bylaws Executive Review Report.

The question today is how to conduct an election to vote for the bylaw changes and second, how and who will compile the votes?

Discussion: Most members of AIS receive a paper copy of the AIS Bulletin which is mailed in a sleeve. It would be easy to insert the ballot in the AIS Bulletin. Each member would then mail their completed ballot to Michelle Snyder, secretary of AIS. There are approximately 4000 members in AIS. Instead of a Yes/No ballot for the entire bylaws document, a suggestion is to have a Yes/No voting space for each section of the bylaws.

Article 10 states that ballots shall be submitted by mail thus e-members would need to receive a paper ballot by mail. A list of the e-members could be provided by Tom Gormley. Tom could also provide a list of those people who hold dual memberships, a full membership and an e-membership, so when ballots are sent out, those people who hold a dual membership would receive only one ballot. Each affiliate society is considered a member and would be entitled to one vote. For dual memberships, the ballots could have spaces for two people to vote. Each youth member (approximately 400) has full AIS privileges and would be entitled to one vote. Some of the Youth members receive the Bulletin and some do not. Ballots could be sent to the person in charge of each Classroom Iris Programs who could then distribute to the youth members. However, some of the addresses of those programs are missing. A suggestion is to insert the ballot in the Iris Fan which is the Youth newsletter.

Jody & Michelle will create the ballot and have it printed and into the AIS Bulletin, winter issue. What should be the deadline for receiving ballots? From past experience, the more time people are given to complete a ballot, the more likely they are to miss the submission deadline. Because the AIS Bulletin varies in its arrival time to members, it was agreed that the deadline for submission of ballots would be a postmark of March 15. Results could be announced at the AIS Spring Convention. RVPs should be notified ahead of time so they can keep the affiliates updated, about the impending ballot. Mention was made that, hopefully, another revision of the bylaws would not occur anytime soon.

VIII. REPORTS OF STANDING COMMITTEES (continued)

Convention Liaison – Paul Gossett has submitted several electronic reports.

The Spring Convention, 2019, will be in San Ramon from April 23 to 27.

The 2020 Spring Convention will be in Newark, New Jersey from May 18 to 23.

The 2021 Spring Convention will be in Las Cruces, New Mexico from April 12 to 17.

The 2021 Fall Board meeting will be in Tulsa, November 1 & 2.

The Fall Board meetings for 2019 and 2020 will be teleconferences.

An invitation was presented by The Greater Portland Iris Society in conjunction with the Japanese Iris Society to host the 2023 AIS Convention in mid-June. The guest irises would be limited to Japanese (Ensata) and late blooming species-X irises. Tentatively the 2023 AIS Convention will be a four day event with two days of garden tours. Mid-America and Mt. Pleasant Iris (Chad Harris) have agreed to be the host gardens. The convention chair will be Chad Harris with John Ludi as co-chair. Convention headquarters will be at the Midline Hotel.

The Convention Committee is looking for a host for the 2022 AIS convention.

Motion 6:

That the AIS Board accept the invitation from the Greater Portland Iris Society to hold the AIS National Convention in conjunction with the Japanese and species-X convention in mid-June 2023.

Motion by Andi Rivarola and seconded by Gerry Snyder. Motion carried.

Paul Gossett will resign from 2020 Convention Committee and the other convention committees. For now, Andi Rivarola will steer the committee, but a new convention chair is needed.

Donation Development – open

Their purpose is to collect and develop ideas to increase donations to the AIS. With the changes in the tax laws, donations to non-profits such as AIS are likely to dwindle. Other avenues of donations need to be developed. We should find someone who can write grants. Add a button for donations to front page of the AIS website and News & Notes. Publicize the process for designating funds to AIS from personal IRAs and financial estates. Send donation information to the affiliates that would allow them to earmark where their donation would be used. Have a monthly fund drive on the AIS website for a specific project.

Electronic Services – David Cupps (absent) – no report was filed.

David Cupps has resigned his position as board member and as Electronics Services Chair.

David hopes to have the new website up by end of the year.

Discussion: Until the new website is running, the old website must be updated. Affiliate, RVP and events are out of date. Someone needs to update the Google groups. There will be new RVPs and directors who should be added to the appropriate Google groups and those directors, RVPs and officers who have departed need to be deleted. Michelle controls the email lists. The

job description of the Electronic Services Chair is daunting. Jody Nolin suggested that the Electronics Chair should be a coordinator who delegates the various electronic tasks to different people rather than trying to do all the work alone. An ad hoc committee will form to discuss AIS electronic activities (e.g. website, registration, distribution of digital programs, events). Electronic services should develop and provide tools for affiliates such as website shells that affiliates could use and access to digital judges training programs. Volunteers for the ad hoc Electronic Committee: Neil Houghton, Claire Schneider.

Regarding the new website, there is doubt that it will be ready by the first of the year. John Jones reported that he does know how to update the old website. But because of his work with iris registrations, he cannot guarantee the timeliness of website updates or iris registrations. John is willing to train someone to work with the old website, someone who has the software Dreamweaver. Tim Valenzuela is the webmaster for the Foundation and has done some work with Bob Pries and the wiki. Perhaps he could help. The website developer was instructed to make the new website easy to update, easy to scale up and in a format that makes it portable to other platforms. The electronic services restricted fund is available as a short-term resource in the amount of \$32,512, which is earmarked for “emergency electronic purposes.” The Board previously approved \$30,000 for the development of the new website, not all of which has been spent.

Encyclopedia Manager - Bob Pries (absent) submitted an electronic report.
There are no recommendations in his report.

Discussion: There are 40 to 45 docents who can enter the encyclopedia and can edit information. There are restrictions on some pages where only the administrators can enter information. Betsy Higgins has created a new hybridizers page and this is more popular in News & Notes than the jigsaw. The R&Is are great historical documents. It would be more useful if the iris registrations showed up on the Wiki-Encyclopedia more quickly as opposed to waiting for that information to be published in the next R&I.

Exhibitions Schedules - Lois Rose (absent) submitted an electronic report.
This year there were slightly fewer shows than last year. However, the decline since 2010 is significant. In 2018 there were 132 shows including two fall shows compared to 2010 when there were 155 shows.

Exhibitions Supplies – Nick Stewart (absent) submitted an electronic report.
As of October 1, 83 orders of show supplies were sold bringing in \$6042. Nick reported that, “It’s been a very good year, for my first season” working with exhibition supplies.

Exhibitions Show Report – Wayne Messer submitted an electronic report.
The number of show reports coming in electronically is increasing. We need to purchase more show medals for next year. There is a quote of \$12.50 per medal for ordering 150 silver and 150 bronze medals for a total of \$4083.19. Last year the cost was \$11 per medal. There was a Youth Medal, but the mold was lost. Perhaps Jean Morris can locate a Youth Medal which can be used to create a new mold. Maybe only 15 to 20 shows have active youth participation.

Discussion: Let's investigate recycling AIS medals. Ask previous winners of multiple medals if they would donate medals back to the AIS. Perhaps medals could be bequeathed to the AIS by deceased winners. Of course personalized engraving of previous winners on the back of medals would need to be erased. Or alternatively add names of winners on each medal such that it becomes a historic record of winners of that particular medal. Another suggestion is to solicit price quotes from other medal companies. Or investigate giving out pins instead of medals. Some people don't have storage or display space for the medals and would prefer a pin. Some clubs offer show winners a choice of award (e.g. engraved vase, pin, medal). Exhibition supplies last year brought in about \$6000, so there is enough money to pay for more medals at a cost of approximately \$4000. Wayne Messer will investigate the entire medal situation and present a report to the AIS Board: quotes from other medal companies, pins versus medals, a distinct Youth medal and the potential of recycling of medals.

Foundation Report – Jill Bonino submitted an electronic report.

There will be a change in the Ackerman Essay contest starting in 2019. A third age group will be added. Donations to the AIS Foundation since January 1, 2018, total \$8600. The Foundation has made five grants, one of which is for approximately \$22,000 to the University of Wisconsin-Madison. There were no recommendations or motions in the report.

Gardens Committee – Bob Pries (absent) submitted an electronic report.

Most of what was established in gardens during the first 15 years of AIS has been lost. There are still display gardens of iris in botanical gardens and in some local communities. But sadly these operate without assistance from the AIS. Bob has two recommendations. First is that the AIS support the regional display gardens. Second that test gardens be established in each climate region of America.

Gardens (National Collections) – Charlie Carver (absent) submitted no report.

Regarding national collections, Charlie Carver has been using the British model which sets a minimum number of cultivars for each garden at 100. HIPS has come up with an alternative which is to create breeder collection gardens where a garden contains irises from one hybridizer and a minimum number of cultivars is not required. This type of collection might be of interest to affiliate clubs across America.

General Counsel - Veronica Johnson (absent) submitted an electronic report.

IRS group exemption for AIS was submitted on July 1, 2018. The Novelty Iris Society and the East Texas Iris Society are completing their application to AIS. It was noted that the Inland Region Iris Society has a singular acronym. Discussions about the dissolution of the Dwarf Iris Society have been ongoing. The issue of intellectual property theft has already been discussed.

Image Coordinator - Neil Houghton has submitted an electronic report.

Neil appreciates the assistance and good humor of John Jones. The new registration process which requires a photo with registration seems to be working well. A giant folder on the cloud contains a private folder for each registrant where they can deposit a photo. A few people have administrative access to all of the folders, but most of the registrants do not. Neil has also set up a special folder for photos for the AIS Bulletin. A Google account and a password are required in order to drop photos into these folders.

Discussion: The image coordinator is still looking for a picture of Will Plotner's award winning iris, Wildwood Willie, a species-X. Howie Dash confirms that the process of sending photos with registration is easy.

Insurance – Michelle Snyder submitted an electronic report.

When credit card payments are accepted for merchandise and services then it's a good idea to have data breach insurance. AIS accepts credit card payment for membership, storefront and silent auction merchandise so perhaps at some point, AIS might want to purchase data breach insurance. Veronica Johnson and David Cupps were consulted for information about data breach insurance.

Iris Program Resources (Digital) – Neil Houghton

AIS programs have been available on CDs and used an old version of PowerPoint. Neil has been transferring these programs to digital as well as updating some of their information. Some of the programs have great photos but very little text. Sending these programs out to clubs without text or an "expert" to explain makes the programs not very useful. Neil suggests to people writing programs in PowerPoint to write explanations in the "notes" section in the PowerPoint so these programs can stand alone (without an "expert" present). A better plan is to have an audio field added to each program. Neil has received many messages such as, "Thank you for making these programs available as a member benefit." This leads Neil to suggest that advertising the availability of these digital programs could lead to an increase in AIS membership.

Resolution: Digital Programs held and distributed by the American Iris Society (AIS) shall be copyrighted by the AIS marked © American Iris Society. When programs are shared by individuals to be distributed through the AIS it is understood credit to the developer(s) of the program will be included and shall not be removed or altered. But once surrendered, the copyright holder shall be the AIS. If major edits (beyond spelling, grammar, etc.) are to be made the Digital Program Coordinator shall make every reasonable effort to contact the original developer before making such changes. The exception to this shall be updating presentations for purposes of currency (e.g. newer hybrids, newer award winners).

Discussion: As an educational 501(c)3 organization, AIS has the right to use any copyright item only for educational purposes without asking for permission or making a payment to use it. Each of the digital programs contains a copyright notice. Once an item is donated to AIS, then AIS has the right to use it. A photographer who owns a copyrighted photo can send that photo to AIS and if the photo is used then the photographer must be credited. Neil wants to encourage donations of programs to AIS. Andi described how he developed a program using his own photos and gave it to AIS. This program was taken by another person who made a few changes then marketed the program to affiliates and regions as their own. Veronica Johnson needs to be consulted.

Neil Houghton recommended that a small committee work on a resolution that will (1) clarify the definition of copyrighted materials by a developer or by AIS and (2) how AIS copyrighted items can and cannot be used. An ad hoc committee dealing with copyrights: Veronica Johnson, Andi Rivarola, Neil Houghton.

Iris Program Resources (speakers) – Al Elliott (absent) submitted an electronic report. Al has sent out a detailed request for speakers and volunteers to conduct judges training sessions. The list of speakers and trainers will be updated over the next few months. Al has resigned and now this position is open.

Discussion: Al has put together an extensive report. Dawn Boyer reports that since Al has posted the list, she has been invited to give four presentations. In other words, Al's system for recruiting speakers and publicizing topics has been successful. But there is a need for more speakers and judges trainers.

Judges – Judy Keisling (absent) submitted two written reports. One is a set of spreadsheets showing the number of judges in each status (e.g. apprentice, retired), region and the change since last year. The second document is a list of all recommended AIS judges for 2019 organized by region. Because of medical and mobility issues, Judy has resigned as Judges Chair. In an email to Gary, Judy recapped her tenure as Judges Chair. In 2003 when she started, everything was paper, paper, paper. In her first year Judy converted all records (e.g. dates of apprenticeship, G/E, retired, and a list of judges dropped) to a data base so anyone could have quick access to fifteen years of judges' information. In 2009 she created fillable electronic forms that regional JT chairs could fill out and send. But getting the JT chairs to use the electronic process has been slow. This year all but three regions are using electronic communication. In 2010 she developed the first online judges training programs. Today there are online training programs on awards and ballots, ethics, median iris, tall bearded iris and others. The best training sessions are those conducted in person however there is a need to provide online judges training sessions for those living in rural or outlying areas. Judy thanks all of the regional JT chairs she has worked with over the years. Judy plans to work closely with her successor.

Discussion: The current list of judges needs to be on the website so affiliate show chairs will have a contact list. It is permissible to use a retired judge to judge a show.

Motion 7:

That the list of 2019 judges as corrected be approved.

Motion by Gerry Snyder and seconded by Michelle Snyder. Motion carried.

Judges Handbook Revision – Betty Roberts (absent) has submitted an electronic report. Betty submitted a list of questions to the AIS Board regarding the Judges Handbook.

1 & 2) Loose-leaf document or bound into a booklet? The handbook should be in a 3-ring binder with loose pages to allow for the replacement of sections after a revision and not have to replace the entire handbook. What about the size of the handbook? If it were larger, the cost of postage would increase. A large size handbook is bulky to carry out in the garden but would be easy to print on a home printer. The smaller version is handier in the garden but might be difficult to download and print. Punching holes in the smaller version might be tricky. If we go with the smaller size, judges will be able to continue using their old binders.

Consensus: The AIS Board wants to keep the same size and format as the old judges handbook.

3) Consensus: The AIS Board wants to keep the hard cover.

4) Consensus: The AIS Board would like to have a set of tabs that can be inserted into the handbook. The set of tabs could be sold as a separate item.

5) Printed & electronic copies. We want to encourage participation in judging and we want judges to keep an up-to-date copy of the handbook. When there are revisions, all judges should be notified so they can download the latest revision. This way the person viewing the handbook would be looking at the most recent version. In the future, judges will use a electronic tablet with the handbook when they judge. On the other hand, the average age of an AIS member is, well, let's say older than Sputnik and these folks lack the experience of downloading anything to an electronic tablet.

Consensus: No decision was made regarding the electronic version of the handbook.

6) Consensus: The AIS Board recommends that garden judging and exhibition judging be published together in the same handbook.

7) & 8). View the revised chapters one by one or view the revised handbook in its entirety? Some chapters relate to others, so we should see the entire handbook. Betty has reported that she has not received all of the revised chapters. Which chapters are missing? Three years is too long. Perhaps members should be added to the revision committee to help. Gerry Snyder suggested using a Dropbox for receiving chapters and sharing revised chapters. The Dropbox could have a "read-only" option. To proof read the entire judges handbook will take several people and several weeks.

Consensus: The AIS Board would like to see the revised handbook in its entirety and recommends that members be added to revision committee to help with the workload. This project is too large for one or two people. Would the presentation of the revised handbook be available for the 2019 Convention?

9) Any suggestions for printing? Betty is acquainted with Colorado Springs Century 21 that has a printing office with reasonable costs. Binders need to be ordered too, with the title, Judges Handbook, 8th edition. John Ludi has 98 binders in the AIS store that would need a sticker that says 8th edition.

Consensus: The AIS board suggests using 600, 800 and 1000 copies as a quantity of handbooks when looking for a quote on printing the handbook. Regarding a page count for a printing quote, the AIS Board recommends taking the current page count and increasing it by 25%.

Other comments:

Each page of the judges handbook should have a page number and version number or date. This would be helpful when, at a show, the judges disagree. They should use the most current version to settle the disagreement. Regarding downloads of the handbook or using the handbook via WiFi, there could be problems. WiFi is not accessible everywhere and might not be secure if it were available.

Library – Dave Silverberg submitted an electronic report and in person added some colorful commentary.

Dave reported that he fills all requests for information from library resources within 24 to 48 hours or he gives himself “a boot in the butt.” There have been some surprising finds in the library resources and today Dave brought three for show and tell. One document dated January 1920 contains an article from John Wister, “A Suggested Program for the American Iris Society.” This is interesting because the AIS hadn’t officially been launched when Wister’s article was published. The next document shared by Dave was the “birth announcement” of the AIS dated March 1920. The third document was a convention handbook dated May 14-15, 1938. WOW! Dave “complained” that it is documents such as these three that divert him from filling the requests.

Photo Contest – no report

Publicity – Susan Boyce (absent) no report

Public Relations & Marketing – Bob Pries (absent) submitted an electronic report.

Social Media (as part of Public Relations & Marketing) – Andi Rivarola submitted an electronic report. Facebook and the Blog are doing well. Bryce Williamson is doing a great job with the Blog. The Blog reached an important milestone on the weekend of October 19 & 20, which is that the count of pages viewed passed one million!

2020 Centennial Convention – Andi Rivarola submitted an electronic report.

There is a new editor, Kathleen Sonntag. The centennial publication will be four supplements with the AIS Bulletin. The first one will come out with the winter issue of 2020. There won’t be a centennial book. The budget was prepared by Jill Bonino and includes some funds from the Richardson estate. One change is the number of medals. There were six listed and since that announcement, there has been a revised list so that nine medals will be given: tall bearded, median, spuria, Louisiana, Siberian, Pacific Coast, species, Japanese and aril/arilbred. There will be a presentation about the 2020 Centennial Convention at the 2019 convention in San Ramon.

International competition – Jill Bonino gave an oral report. The gardens are doing well. Nancy Skjei-Lawes has sent pictures showing the growth of the irises. Bed 23 had been reworked and looked great when Jill and Kathy Chilton planted it in mid-July. Overall 123 different varieties will be planted and judged with 73 domestic and the rest are from overseas Canada, Italy, Czech Republic and France. It will be a blind judging (i.e. only numbers on the tags). The list of judges is still being organized. Jill and Kathy plan to visit again to check out the bloom next spring. George Hildenbrandt is overseeing the other two gardens, the New York Botanical and Wave Hill. Jill was a little cryptic in her descriptions hoping that everyone will read the story of the Centennial gardens in the winter issue of the AIS Bulletin.

AIS News & Notes – Wayne Messer submitted an electronic report

News & Notes is published monthly. Past issues can be seen online at the American Iris Society Hager-DuBose Memorial Online Library. Wayne Messer will attend the Affiliates Meeting at the 2019 Spring Convention to present information about News & Notes in order to recruit more

readers of News & Notes. Wayne reminded everyone that News & Notes is a great way to publicize regional and section events.

Online library – Bob Pries (absent) submitted an electronic report.

There are about 3200 items in the online library including 1000 journal articles, 1800 catalogs and other documents. Only one third of the Bulletins have been scanned and loaded. Regarding the future of the online library, Bob Pries suggested that AIS create a formal position of Online Librarian so the task of maintaining and developing the library will continue. Bob has written several how-to articles about how to be an online librarian hoping that someone will step forward and take on this important job. The ad hoc Library Committee includes the online library and works with the Foundation and AIS.

RVP Counselor - Howie Dash submitted an electronic report.

When the spring issue of the AIS Bulletin came out, Howie encouraged all the RVPs to tell their members to rush out to their gardens and view their irises. Then they could fill out the Symposium using real garden data. Howie mentioned to the RVPs that anyone could vote the 2018 Symposium. There are eight new RVPs this year, ten will be new next year and four will be new in 2020. Howie suggested that the terms of the RVPs be adjusted so that there would be a balance of longevity. In other words there would be 8 new RVPs one year, 7 the next and 7 the next year.

Discussion: Adjusting the terms of the RVPs would probably be a violation of their bylaws. In the past when an adjustment was made, it wasn't long before the terms were unbalanced again. No action was taken.

RVP representative – Gary Slagle (absent) submitted no report.

Scientific Advisory Committee – Bob Hollingworth (absent) submitted an electronic report.

The primary activity of this committee has been to review proposals for funding that have been submitted to the AIS Foundation.

Discussion: There are seven members on this committee: Janis Shackelford, Jim Waddick, Kevin Vaughn, Bob Hollingworth, Carol Wilson, Bob Pries and Gary White. They make recommendations to the Foundation regarding funding of grants.

Section and Cooperating Society Liaison – Phyllis Wilburn submitted an electronic report.

Over the last two years it has been a challenge to receive reports and notices for the Bulletin from the sections and cooperating societies.

Silent Auction – open position

There has not been a silent auction for the last two AIS conventions. However there are three ladies in Region 14 who will do a trial run this spring at the San Ramon convention to see if they want to take on the AIS silent auction. Fingers crossed.

Strategic Planning (Membership Development) – Andi Rivarola submitted a printed report.

The consensus is that the Membership Committee should become a standalone committee. There are ten members. Answers to a set of core questions have been collected. What is preventing AIS from gaining members? What do we need to do to increase membership? Training sessions should address the following core items: the needs of people, giving a clear message, financial success, planning and structure. The committee is planning to produce three training sessions for the San Ramon Convention. 1) train the RVPs. 2) AIS materials and programs. 3) how to improve communication skills. Andi strongly recommends that everyone visit a non-violent communication program which is posted on the Wikipedia.

Discussion: Regarding publicity, AIS should consider placing ads in the publications of other garden clubs. There should be a line item for advertising in the AIS budget. Choose publications in regional gardening magazines especially to those magazines whose readers are financially gifted. Facebook will promote Spring Shows, conventions and other events for a nominal fee. The AIS has done “ad exchanges” in the past where we publish one of their ads in exchange for them printing one of our ads.

Regarding membership, the official number of AIS members is 3905 but that includes youth, retired, affiliate clubs and life members. In fact there are only 2835 dues-paying members. Membership is the number one issue for AIS because without members there are no spring shows, conventions or Bulletins. The supplements to the Bulletin for the 2020 Centennial will be special and should be used to advertise and promote enrollment in AIS. If such a promotion increases membership, then there needs to be a program to keep those members from drifting away. One such promotion might be adding an e-membership if a person joins or renews their AIS membership during the month of February.

Symposium - Riley Probst submitted a printed report.

As always, the deadline date for the RVPs to submit their report to Riley is Oct 1. But this year six RVPs didn't comply. Region 10 is the only region that did not submit ballots. Riley recommends that the due dates for Symposium ballot be changed to August 1 for ballots and September 1 for the RVPs to submit to Riley. Riley also reported that his task of compiling the data is easier when the RVPs use a spreadsheet to tally their regional results. First place in the Symposium was ‘Dusky Challenger.’ Again! Riley presented some interesting Symposium facts. The same six irises are the top six again this year. This year 9435 votes were cast, a big jump from last year with only 7094 votes.

Discussion: Why is ‘Thornbird’ moving up in rank? The answer is Bonnie Jean Nichols and her promotion of the Novelty Iris Society. The results of the Symposium first appear in the January issue of the AIS Bulletin, hardcopy. Once Riley has received his hardcopy AIS Bulletin, he sends the results to Bob Pries and the AIS website for posting online. Every affiliate has one vote in the Symposium.

Motion 8:

That Symposium votes by individuals must be received by the RVP by August 1st and the summaries from the RVPs must be received by the Symposium Chair by September 1. Motion by Gerry Snyder and seconded by Andi Rivarola. Motion carried.

Youth - Cheryl Deaton submitted an electronic report.

Cheryl brought copies of the Fan, the Youth newsletter, for all the AIS Board. The Fan is published twice a year and in the future, Cheryl will send electronic copies to the AIS Board officers and to the RVPs. The Fan's primary purpose is to promote the activities of the youth. Postage and printing takes most of the Youth budget, so Cheryl has pursued donations to offset that cost. After the 2018 convention, Cheryl received boxes of Louisiana irises which were then sent to youth members.

2019 Convention update – Shirley Trio-Probst

Finding a hotel for the 2019 convention has been a challenge. After a long scavenger hunt, a contract has been signed with the Marriott in San Ramon at 2600 Bishop Dr. giving attendees a flat rate of \$189 per night for two queen beds. There is a Target with food booths next door to the hotel. The boutique is in the planning stages. The silent auction will be handled by three ladies, all AIS veterans, but new to the silent auction. The cost of four buses for three days is \$24,000. The awards banquet is budgeted for \$14,500. The hotel contract includes a reduced parking rate: from \$17 per day down to \$7. Transportation from the airport to the hotel will be a challenge. Most hotel shuttles only travel 3 to 4 miles so attendees will need to find alternative transportation (e.g. Uber or Lyft) from the Oakland Airport to the San Ramon Marriott. The convention registrar is Jean Richter. One can choose to attend only banquets or only the gardens but contact Jean Richter to find out how. Regarding the audiovisual, AIS will bring their own equipment except for microphones. The meeting rooms come with podium and microphone. For the board meeting we will pay for microphones.

The AIS Board meeting will be Monday night at 6 PM and a couple sessions on Tuesday. There will be an optional tour on Monday to Joe Ghio's garden (buses will depart at 8 AM and return at 4 PM). There will be four garden tours. Perhaps there will be a stop at a winery on Friday. In the planning stage is an optional tour on Sunday after convention to tour San Francisco.

The judges training sessions are being organized. One of the speakers will be Bob Hollingworth. The competition iris committee has remained silent and not spoken to Shirley. There are fewer competition iris in the guest gardens than expected, all of which are seedlings.

Shirley says thank you to John Ludi, Bonnie Nichols and Paul Gossett for all their convention tips. Shirley's correct email is ShirleyjTrio@gmail.com

III. REPORTS OF OFFICERS (continued)

Treasurer's Report – Dwayne Booth

Dwayne reminded us that this will be his last year as treasurer. He recommended that a new treasurer be appointed as soon as possible so that the transition can begin.

Yesterday we went over the Treasurer's Narrative and the 2018 Convention Last Word Narrative Report. The convention made a profit. The ala carte registration was a success and helped to make the convention profitable. There was a problem with the credit card transactions on the square in the boutique at the convention. At this point there are no outstanding checks or

remaining expenses for the 2018 convention. Remaining funds will be transitioned over to the 2020 account.

Motion 9:

That we divide the profit from the 2018 Spring Convention equally between AIS and GNOIS. Motion by Jody Nolin and seconded by Michelle Snyder. Carried unanimously.

Honorary Awards – Jim Morris (absent)

Two were approved as Emeritus Judges: Paul Gossett (22) and Jerry Wilhoit (9). Three were approved for Distinguished Service Awards: Betsy Higgins (4), Terry Laurin (2) and Gary White (21). The Gold Medal was approved for Robert Pries (4).

XIII. APPROVAL OF BUDGET

Treasurer's report: General Fund Income and Expenses - Dwayne Booth distributed the General Fund Income and Expense budget. As presented, it is a balanced budget that runs from Oct 1, 2018 to September 30, 2019. Dwayne used three columns to show comparison between years: Budget 2017/2018, Actual 2017/2018 and the proposed Budget 2018/2019. After a lengthy discussion, the General Fund proposed income total for 2018/2019 was adjusted to \$116,491. The revised General Fund 2018/2019 proposed expenses total was \$123,041 making a net loss of \$6550. The budget can be revisited at future teleconferences and/or at the Spring 2019 AIS Board meeting.

Discussion: We should investigate adjustments to the budget to make it more balanced. In other words, try to reduce the deficit by increasing income and reducing expenses. Adding a silent auction to the conventions would increase the profit of a convention. The prudent investment of funds should increase income.

Motion 10:

That we approve the 2018-2019 Budget as amended. Motion by Howie Dash and seconded by Michelle Snyder. Motion carried with one dissent.

IX. ELECTION OF OFFICERS

After receiving no additional nominations from the floor, nominations were closed and the following officers were elected by acclamation.

President – Jody Nolin (Motion by Michelle Snyder and seconded by Howie Dash and elected by acclamation Dwayne Booth)

1st Vice President – Andi Rivarola (Motion by Michelle Snyder, seconded by Janis Shackelford and elected by acclamation Howie Dash)

2nd Vice President – Bonnie Jean Nichols (Motion by Michelle Snyder, seconded by Gary White and elected by acclamation Jill Bonino)

Secretary – Michelle Snyder (Motion by Gary White, seconded by Phyllis Wilburn and elected by acclamation Janis Shackelford)

Treasurer – Dwayne Booth (Motion by Michelle Snyder, seconded by Jill Bonino and elected by acclamation Howie Dash)

Motion 11:

That we approve a standard banking resolution to add the signature of the incoming AIS 2nd vice president to the AIS bank account effective 3 Nov 2018.

Motion by Michelle Snyder and seconded by Andi Rivarola. Motion carried.

X. APPOINTMENT OF ADMINISTRATIVE OFFICERS

Editor of the Bulletin – Jane Milliman

Registrar/Recorder – John Jones and Joanne Prass-Jones

Membership Secretary – Tom Gormley

Recording Secretary – Claire Schneider

Publication/Sales Director – John and Kay Ludi

Motion 12:

That we accept the appointment of the five administrative officers as stated by the new president.

Motion by Gerry Snyder and seconded by Andi Rivarola. Motion carried.

XI. APPOINTMENT OF RVPs

Region 1: Cheri Ellenberger, 3rd year

Region 2: Kathryn E Mohr, 1st year

Region 3: Gary D. Slagle II, 3rd year

Region 4: Doug Chyz, 2nd year

Region 5: Darlene Brantley, 3rd year

Region 6: Jean Kaufmann, 1st year

Region 7: Belinda Carroll, 2nd year

Region 8: Elladan McLeeser, 1st year

Region 9: Debra Miller, 1st year

Region 10: Eileen Hollander, 3rd year

Region 11: Jeanette Graham, 3rd year

Region 12: Susan Boyce, 1st year

Region 13: Ann Booth, 2nd year

Region 14: Jean Richter, 1st year

Region 15: Sue Brown, 2nd year

Region 17: Peggy Cathey, 3rd year

Region 18: Laurie Winzer, 1st year

Region 20: David Miller, 3rd year

Region 21: Kelly Norris, 3rd year

Region 22: Mark Shipp, 1st year

Region 23: Scarlett Ayres, 3rd year

Region 24: Patricia Ramey, 3rd year

Motion 13:

That we approve the list of RVPs as presented in the RVP report.
Motion by Michelle Snyder and seconded Dwayne Booth. Motion carried.

XII. APPOINTMENT OF STANDING COMMITTEE CHAIRS

Advertising Editor – Dawn Boyer
Affiliations Chair – Jody Nolin
Awards – Gerry Snyder
Calendars – Janet Smith
Convention Liaison committee- Andi Rivarola, temporary chair
Donations Development – open
Electronic Services – open
Encyclopedia Manager – Bob Pries
Exhibitions schedules – Lois Rose
Exhibitions supplies – Nick Stewart
Exhibitions reports - Wayne Messer
Foundation Liaison – Jill Bonino
Gardens, Display & Test – Bob Pries
Gardens, National Collections – Charlie Carver
General Counsel – Veronica Johnson
Honorary Awards – Gary White
Image Coordinator – Neil Houghton
Insurance – Michelle Snyder
Iris Program Resources (digital) – Neil Houghton
Iris Program Resources (speakers) – Hooker Nichols
Judges Training – Bonnie Jean Nichols
Judges Handbook Revision – Betty Roberts
Library – Dave Silverberg
Membership Development - open
Photo Contest – Amberlee Pick with the assistance of Cheryl Deaton and Anita Moran
Policy – Janis Shackelford
Public Relations & Marketing – Bob Pries
Public Relations, Social Media – Andi Rivarola
RVP Counselor – Howie Dash
RVP Representative – Gary Slagle
Scientific Advisory – Bob Hollingworth
Section & Cooperating Society Liaison – Phyllis Wilburn
Silent Auction – open
Strategic Planning – Andi Rivarola
Symposium – Riley Probst
Youth – Cheryl Deaton

XIV. ANNOUNCEMENTS

The teleconferences have been held on the fourth Wednesday of the month. The next electronic board meeting will be January 23, 2019, 8 PM EST, 5 PM PST.

Comment: Each committee chair, officer and other person who would give a report to the AIS Board should consider which month or months would be most efficient for their presentation. For example, the Affiliate report would best be given in April after all the clubs have registered. Some committee reports would need to be given twice a year.

XV. Meeting Adjourned, 8:37 PM

Motion to adjourn by Gerry Snyder and seconded by Janis Shackelford

Respectfully submitted,

Claire Schneider