

**BOARD OF DIRECTORS MEETING**  
**September 2019 Webinar Meeting**

**MINUTES**

**September 26, 2019**

**BOARD MEMBERS PRESENT**

Richard Newman, Chair  
Leroy Baker, Vice Chair  
Rhett Lucke, Secretary  
Chris Miller, Treasurer  
Thomas Compton, Director  
John Cote, Director

James Dutton, Director  
Robert Gary, Director  
Donna Kalinkiewicz, Director  
Philip Morris, Director  
Tim Orr, Director  
James Price, Director

**EX-OFFICIO BOARD MEMBERS**

Tom Wilcox, Esq., Executive Director

**OTHERS PRESENT FOR ALL OR PART OF THE MEETING**

Pat Holloway  
Terry Hall

1. Call to Order: Chair Rich Newman called the meeting of the Board of Directors to order at 7:05 p.m. EDT.
2. Welcome, Introductions & Meeting Procedures – Chair Newman welcomed all Board Members and guests in attendance. The Chair reminded everyone that we will follow Robert’s Rules of Order for Small Boards during the meeting
3. Roll Call: A Roll Call was taken to establish a quorum. All Board members were in attendance.
4. Announcements:

Chair Newman announced that the recent Symposium, Time Made in Germany – 700 Years of German Horology was an excellent and well attended event. Rich also acknowledged members Bob Frishman, Fortunat Mueller-Maerki and our event partners, the Deutsche Gesellschaft fur Chronometrie and the Germanisches National Museum for their collaborative efforts in putting on this excellent event.

5. **MOTION:** Made by Secretary Lucke, seconded by Director Price. That the Board approves the minutes of the August 7, 2019 meeting as written.

**Passed by Consent**

6. NAWCC Headquarters Dashboard Review

Executive Director, Wilcox presented the new dashboard, which includes status of financials, membership statistics and other key projects and deliverables. The dashboard will continue to be updated and presented at future board meetings as a tool for monitoring and measuring improvements on these significant items.

7. Monthly Financial Reports

Executive Director Wilcox presented final financial reports for both June and July with input from Treasurer Chris Miller.

- a. Vice-Chair Baker questioned whether the current approved budget was being used in both the June and July reports. Executive Director Wilcox to review with Controller Byers and report back.

8. Update on Status of 2019 Audit Report

- a. Executive Director Wilcox reported that all outstanding questions from the auditors have been responded to. A final report is expected in mid-October.

9. Status Update on Managing the sale of donated items to the NAWCC (non-Museum Donations)

- a. Policy is being reviewed with Museum and Collections Committee for any potential changes.
- b. Museum will get initial look at any donation prior disposition.
- c. Policy has been put into place and utilized for one collection to date.

10. **MOTION:** Made by Director Gary and seconded by Vice-Chair Baker; Move that the Standing Rules, Article 1, Governing Policies, be amended to read as submitted by Director Gary on behalf of the Bylaws & Procedures Committee.

**Passed by Consent**

11. **MOTION:** Made by Director Morris and seconded by Director Cote; Move that the updated NWCM Museum Management Policy be approved as submitted by Director Morris.

**Passed by Consent**

12. Update: New NAWCC Website

- a. Executive Director Wilcox reported that the project is on schedule to what was presented in August. Team is in process of loading content, testing and making needed modifications as issues are identified.
- b. Vice-Chair Baker is assisting with management of the project.

13. Next Meeting Date & Time

- a. As previously agreed, the next board meeting confirmed for November 11-12 at NAWCC Headquarters, Columbia PA. To be followed by an orientation for new board members in Columbia on November 13. All board members invited and encouraged to attend the orientation, along with new board members.

14. **MOTION:** Made by Director Price and seconded by Director Morris; Move that the Board go into Executive Session to discuss financial, legal and personnel issues.

**Motion Carried**

15. **MOTION:** Made by Director Gary, seconded by Treasurer Miller; Move that the meeting be adjourned. Hearing no objections, the Chair declared the **Motion Carried**.

Meeting adjourned at 9:50 p.m. EDT.