



BOARD OF DIRECTORS MEETING
August 2020 Webinar Meeting

MINUTES

August 13, 2020

BOARD MEMBERS PRESENT

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

Thomas Compton, Director
Robert Gary, Director
Philip Morris, Director
Tim Orr, Director
James Price, Director

BOARD MEMBERS ABSENT

James Dutton, Director

EX-OFFICIO BOARD MEMBERS

Myron Mintz, Esq., Legal Counsel

OTHERS PRESENT FOR ALL OR PART OF THE MEETING

Jennifer Byers, NAWCC Controller
Terry Hall
Jim Haney

Judy Draucker
Andy Dervan

1. Call to Order: Chair Rich Newman called the meeting of the Board of Directors to order at 7:00 p.m. EDT.
2. Welcome, Introductions, Meeting Procedures and Announcements
 - a. Our new website, which launched in May, has been well received with minimal functional issues.
 - b. With the new website, we are seeing an increase in contacts for headquarters staff and activities such as donations to our museum and organization.
 - c. An upgrade to the NAWCC Forums is in progress. The update will incorporate the look and feel of our main website. Tom McIntyre has been leading the

upgrade project with significant input from Dave Coatsworth and the Forum Administration Team.

- d. Laura Taylor, who recently joined the Leadership Team as Editor, has come up to speed very quickly and is making a positive impact.
 - e. Planning for our 2021 National Convention is progressing at full steam.
3. Roll Call: A Roll Call was taken to establish a quorum. All members, with the exception of Director James Dutton, were present.
4. **MOTION:** Made by Chairman Newman. That the Board approves the minutes of the June 25, 2020 meeting as written.

Passed by Consent

5. NAWCC Scorecard

Vice Chair, Leroy Baker presented the scorecard updates. It was noted that Net Liquidity and financials through May continue the positive trend we saw in the previous report. Membership through July has reduced by approximately 6% from the previous year.

6. Financial Reports

Treasurer Miller presented the final financial reports with input from Controller Byers for both April and May.

a. April Highlights

- a. Net Liquidity increased to \$663,514. This includes funds earmarked for the roof repair project.
- b. Revenues for April were \$76,962 with Expenses of \$74,783. This resulted in a net surplus of \$2179.
- c. Investments increased to \$2,704,024.

b. May Highlights

- a. Net Liquidity increased to \$697,083, which also includes funds for roof repair project.
- b. Revenues for May were \$108,381 with Expenses of \$94,527. This resulted in a net surplus of \$13,854.
- c. Investments increased to \$2,868,000, which continued to include funds earmarked for the roof repair project.

7. **MOTION:** Made by Chairman Newman: That the Board approve updates to the Code of Ethical Conduct as submitted.

Passed by Consent

8. Roof Replacement Status

- a. Director Price reported that the project has had some minor delays due to weather (days of rain and excessive heat), yet is on track for completion by the end of September.
- b. For both safety and productivity reasons, some staff have been working from home during the roof repair activities.

9. Bylaws Voting Readiness:

- a. Initial email blast sent to membership in July, with a follow-up email in August.
- b. Postings on both the Forums and Mart
- c. Voting scheduled to start on August 18, 2020 and close on August 31, 2020.

10. **MOTION:** Made by Director Price: That effective immediately, NAWCC National Events require that a waiver be signed by attendees to ensure that all parties understand and accept the risks of attending, and that the submitted guidelines be added to the Convention Handbook.

Passed by Consent

11. **MOTION:** Made by Director Price: That the Public Days Documents be consolidated as submitted.

Passed by Consent

12. Museum and Library Reopening Plans

Director Price reported that the Museum and Library continues to be closed while roof repairs and Covid protective measures are put into place. The current plan is to reopen with the completion of roof repairs at the end of September.

- a. Personal Protective Equipment (PPE) is on order and being received. This includes masks, sanitation stations, cleaning supplies for museum and interactive displays and temperature checking equipment.
- b. Museum displays are currently covered in plastic during roof repairs and will require thorough cleaning once repairs are completed and plastic is removed.
- c. It was noted by Controller Byers that during the shutdown, the NAWCC has received and responded to over 150 research requests.

13. Next Board Meeting

- a. The next board meeting will be via webinar and is tentatively scheduled for September 17, 2020 at 7:00 p.m. Eastern.

14. **MOTION:** Made by Chairman Newman: That the regular session of the meeting be adjourned.

Motion Carried

15. Chair Newman solicited feedback from the audience.

16. **MOTION:** Made by Chair Newman: That the Board go into Executive Session.

Motion Carried

17. The Board returned from Executive Session.

No actions were taken during executive session

Meeting adjourned at 8:30 p.m. Eastern.