



**National Associated of Watch and Clock Collectors, Inc.
 Board of Director’s Meeting
 October 27, 2021 @ 7:00PM Eastern
 Webinar Meeting MINUTES**

BOARD ATTENDEES: All Board Members were present: Leroy Baker, Bob Burton, Tom Compton, John Cote, Renee Coulson, Jay Dutton (Treasurer), Cathy Gorton, Sherry Kitts (Secretary), Rhett Lucke (Vice-Chair), Philip Morris, Rich Newman, and Jim Price (Chair)

Members Attending: Dave Coatsworth, Judy Draucker, Pat Holloway, and Bob Pritzker

ITEM	SUBJECT	LEAD
1	<u>Call to Order:</u> Chair Price called the meeting to order at 7:10 pm EDT.	Chair Price
2	<u>Welcome, Introductions, Meeting Procedures & Announcements:</u> *Roberts Rules of Order will be followed. *This is a working Board, and the tasks being accomplished by the various members were discussed. Some members will be working in Columbia Nov. 8-9. Tom Compton is joining the Development Committee. Cathy Gorton was recognized for her excellent analysis of the two Security Upgrade estimates. The On-Boarding Team communicates with incoming Executive Director Rory McEvoy on a weekly basis. *The first Education Class, ” Introduction Into Antique Clocks,” will be held in the School of Horology Dec. 4-5. Ken De Lucca, PHD, has agreed to be the Director of Education for the resurrected School of Horology. *Director Newman and Earl Harlamert, Co-Chairs held the kick-off meeting for the 2022 Dayton National Convention on October 26. Over 200 tables have been sold already. *Financials and the new budget will be discussed at the next in-person meeting in Columbia on March 17-18.	Chair Price
3	<u>Roll Call:</u> All Board Members were present.	Chair Price
4	MOTION: to Approve September 30, 2021, Board of Directors Webinar Meeting Minutes as submitted. Motion made by Secretary Kitts, seconded by Director Burton. MOTION PASSED BY UNANIMOUS CONSENT.	Secretary Kitts

ITEM	SUBJECT	LEAD
5	<u>Scorecard Review:</u> Director Baker reviewed the Scorecard for September. See Attachment B.	Director Baker
6	<u>Treasurer Report:</u> Treasurer Dutton reported that we are tracking with our budget. The Finance Committee will meet next week, after which the Financial Reports can be formally submitted. Updated financials and the audit are targeted to be complete in time for our December 2 Webinar.	Treasurer Dutton
7	<u>Security Upgrades for Headquarters/Library</u>	Chair Price

We have had losses in the Library. Our rearrangement from a Public Library to a Research Library has resulted in security cameras not covering all areas. Also, we have no security cameras in the back of the building to protect the staff while in the parking area. We have other areas of HQ where we have identified that we are missing security camera coverage. The poor quality of our current security cameras provides unrecognizable results. As a result of this, we have contacted vendors for estimates. One estimate, BSGI, for a complete overhaul and update is \$52,303.27 and the second, APP-Tech, for the same overhaul and update is \$44,084.78. The second estimate is lower and a company that we are excited to work with and who work with us. Estimates may increase slightly before approval for work to begin.

Estimates were provided with the FINAL Agenda.

MOTION: That the Board approve the APP-Tech estimate and the expenditure of approximately \$45,000.00 for Security Upgrades to cover all areas of headquarters and the library, as well as the parking area, with good quality security cameras.

Motion made by Chair Price and seconded by Treasurer Dutton.

The minor differences in the two proposals were discussed, as well as the financial status of the organization. Treasurer Dutton reported that our fundamentals have changed for the better, and part of an expected legacy gift could be used toward this need. Considering the tight financial controls necessary as well as the serious need for upgraded security, a vote tally was taken.

THE MOTION PASSED WITH A VOTE OF ELEVEN (11) YEAS AND ONE (1) NO.

ITEM	SUBJECT	LEAD
8	<p><u>Seth Thomas 2 Dial Street Clock Plinth Funding</u>: Reconcile expenses already incurred and rescind approval for funding no longer needed.</p> <p>MOTION: That the Board approve expenses already incurred by Wickersham Industrial Services based on a bid of \$3,575 dated September 10, 2021, for the construction of a plinth to support the Seth Thomas 2 Dial Street Clock, which was being returned to the museum from the Columbia Welcome Center. The clock will now remain at the reclaimed Visitors Center. The Board to retract remaining funding approved no longer needed.</p> <p>Motion made by Chair Price and seconded by Treasurer Dutton.</p> <p>It is not known at this time exactly what the charges prior to reversal of the need to move the clock will be. Treasurer Dutton reported that Wickersham Industrial Services had incurred about 2 hours of effort redressing the plinth and drilling for bolts. This motion allows payment to Wickersham for services to date, and reassignment of the remaining approved monies to the appropriate account.</p> <p>MOTION PASSED BY UNANIMOUS CONSENT.</p>	Chair Price
9	<p><u>Approval of changes to the Standing Rules for Awards and Recognitions.</u></p> <p>MOTION: That the Board approve revised wording to Standing Rules ARTICLE II AWARDS AND RECOGNITIONS, as submitted. See Attachment A.</p> <p>These changes to the Standing Rules had been reviewed and put in proper format by the Governing Documents Committee for presentation for approval at this meeting.</p> <p>Motion by Director Newman and seconded by Secretary Kitts.</p> <p>MOTION PASSED BY UNANIMOUS CONSENT.</p>	Director Newman

ITEM	SUBJECT	LEAD
10	<p><u>Report of the Awards Committee</u> Bob Pritzker, Awards Committee Chairman, attended the meeting to provide the following report: *The report made in June is what was accomplished for the last FY. *The Awards Committee functions as recommendations are received. *The Awards Committee had a brief meeting in August; a member suggestion under consideration is modification of the Fellow and Star Fellow Award nomination forms to more accurately correspond to the guidelines. *There is one Award nomination currently in progress, and one waiting on more information to complete processing, Rich Newman thanked the committee for the very important work they do.</p>	Bob Pritzker
11	Next In-Person Meeting Date/Place will be March 17-18 in Columbia, PA.	Chair Price
12	Next Webinar Meeting Date will be December 2, 2021.	Chair Price
13	<p>MOTION: That the regular session of the Board be adjourned. Motion made by Chair Price, seconded by Director Burton.</p> <p>MOTION PASSED BY UNANIMOUS CONSENT</p>	Chair Price
14	<p>Solicit feedback from the audience. There were no questions or comments from the audience.</p>	Chair Price
15	<p>MOTION: That the meeting be adjourned. Hearing no objection, Chair Price adjourned the meeting at 7:47 pm EDT.</p>	Chair Price

There was no Executive Session after this meeting of the Board of Directors.

Please send all comments and questions on items being considered to NAWCC Secretary at sacutts@comcast.net
 Sherry Kitts
 NAWCC Secretary

ATTACHMENT A
VARIOUS CHANGES TO AWARDS AND RECOGNITIONS SECTION IN THE
STANDING RULES

ARTICLE II AWARDS AND RECOGNITIONS

The Board may establish awards for the purpose of recognizing achievements and contributions of individuals and organizations, both within and outside the NAWCC, who have worked to further the purposes stated in the Articles of Incorporation. A notification informing members of available awards and recognitions shall be published annually.

The Board Chair will sign all certificates unless otherwise stated.

Unless otherwise stated, all Awards & Recognitions will be presented to the recipient at the National Convention Awards Banquet, a Regional, or Chapter Meeting. If the recipients cannot be present, they will be delivered by mail.

Section 1. Certificates

The Board has authorized the following Certificates of Appreciation and/or Achievement. The procedures for nomination, qualification and selection criteria, confirmation, issuance, and presentation of these awards will be the responsibility of the Awards Committee.

(a) Certificate of Appreciation

A Certificate of Appreciation will be presented to individuals serving in leadership and speaker capacities for a national convention or regional meeting, symposium, or other event or activity.

(b) Chapter Citation Certificate

A Chapter Citation Certificate will be presented to each chapter hosting a national convention or regional meeting, symposium, or other event or activity organized under the auspices of the Convention Committee.

(c) Gold Certificate

A Gold Certificate will be presented to individuals who have provided exceptional services to a national convention or regional meeting, symposium, or other event or activity.

(d) Watch and Clock Traveling Workshops Certificate

A Watch and Traveling Workshop Course Completion Certificate will be presented to each participant of a Watch and Clock Traveling Workshop Program course following their full attendance and completion of that course. The certificate will be signed by the Course Instructor and the Executive Director.

Attachment A (continued, page 2 of 4)

(e) Watch and Clock Traveling Workshop Coordinator Certificate of Appreciation

Each Watch and Traveling Workshop Coordinator will receive one certificate of appreciation annually for organizing one or more of these classes. The Executive Director and the Board Chair sign this certificate.

(f) Volunteer of the Year Award

Each fiscal year upon recommendation by the Executive Director, a certificate may be given to a volunteer who has provided outstanding services to the NAWCC in support of NAWCC operations.

(g) Chapter of the Year Award

Each fiscal year a certificate may be issued based upon a submittal from the Chapter to the Awards Committee. The submittal, for the Committee's evaluation and approval, shall be in the form of a letter to the Awards Committee Chair detailing the chapter contributions over the previous year. The name of the Chapter will be inscribed on a master plaque located in NAWCC's corporate facilities.

Section 2. Service Awards

Service awards recognize the service and achievements of individual members.

(a) Golden Circle Award

An award to recognize the achievement of 50 years of NAWCC membership. It is granted automatically to those members achieving 50 years continuous membership, and will also be granted, upon request, to those members achieving 50 years total but non-continuous membership, to be confirmed from NAWCC membership records. A certificate and a Golden Circle pin will be mailed to recipients. In addition, a list will be maintained in a general public area on the NAWCC website with the name, and year of achievement of all members attaining 50 years of service.

(b) Old Timer Designation

The designation of Old Timer shall be automatically given to the two hundred (200) active Members having the lowest membership numbers. This designation will not apply to membership numbers that have been inherited as provided in Standing Rules. Such member will only qualify on the basis of their membership number at the time of actually joining the NAWCC. Breaks in service may be taken into account in determination of eligibility.

Attachment A (continued, page 3 of 4)

Section 3. Fellow Awards

The procedures for nomination, qualification and selection criteria, confirmation, issuance, and presentation of these awards will be the responsibility of the Awards Committee.

(a) Fellow Award

An award to recognize outstanding meritorious achievement and service in support of the NAWCC and its purposes.

(b) Silver Star Fellow Award

An award to recognize sustained outstanding meritorious achievement and service in support of the NAWCC and its purposes. It may only be awarded to NAWCC Fellows with a minimum of 5 years standing.

Section 4. Special Achievement Awards

These prestigious awards recognize exceptional service and achievement. The procedures for nomination, qualification and selection criteria, confirmation, issuance, and presentation are the responsibility of the designated awarding committee or panel.

Prior to issuance and presentation of the award, the Committee Chair will in confidence present the names of the proposed recipients, together with their qualifications, to an executive session of the Board for their approval. The awards will be based on merit alone. There is no commitment that any of the awards will be awarded annually.

A plaque will be presented to the recipient and the recipient's name will be inscribed on a master plaque located in NAWCC's corporate facilities.

(a) Award proposed by the Executive Director's Panel

The award will be administered by the Executive Director of the NAWCC who will appoint three or more members chosen from among persons qualified in the art to judge the applications and propose a recipient. Application is open to the public as well as to NAWCC members.

Kathleen H. and Wilbur L. Pritchard Award

An award for excellence in the field of watch repair and restoration.

Attachment A (continued, page 4 of 4)

(b) Awards proposed by the Awards Committee

1. James W. Gibbs Literary Award

An award for horological literary excellence.

2. Henry B. Fried Watch Award

An award for excellence in the field of watchmaking.

3. Dana J. Blackwell Clock Award

An award for excellence in the field of clock making.

4. Kenneth D Roberts - Snowden Taylor Horological Research Award

An award for original and extensive horological research and publication. This award honors those members who have far surpassed the qualifications for the James W. Gibbs Literary Award and deserve to be recognized for their accomplishments.

(c) Award Proposed by the Museum Collections Committee

The J. Bryson and Mary Lou Moore Museum Service Award

An award to recognize distinguished and outstanding service to the Museum.

(d) Awards proposed by the Development Committee

1. Member Donor of the Year Award

An award to recognize an individual member for the most significant donation of funds, or gifts in kind, given to the NAWCC during the previous fiscal year. Personal labor shall not be factored into the award. With the donor's permission, the donation will be recognized in an NAWCC publication and the recipient's name will be inscribed on a master plaque located in NAWCC's corporate facilities.

2. Chapter Donor of the Year Award

An award to recognize an individual chapter for the most significant donation of funds or gifts in kind, given to the NAWCC during the previous fiscal year. Personal labor shall not be factored into the award. With the Chapter's permission, the donation will be recognized in an NAWCC publication and the Chapter's name will be inscribed on a master plaque located in NAWCC's corporate facilities.

ATTACHMENT B SEPTEMBER SCORECARD

			NAWCC SCORECARD F						
MONTHLY MEASURES	Goal	Red	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	O
Finance									
Net Liquidity (\$1,000's)	\$600	\$400							
YTD Net Rev/Exp Budget Variance (\$1,000's)	\$0	-\$25							
Days between end of month and financial statements	21	28							
Membership									
New Members	75	70	113	120	98	88	76	82	
Non-Renewals	-119	-147	-134	33	-145	-180	-133	-179	
Total Members	9,786	9,484	10,068	10,221	10,174	10,082	10,025	9,928	
Monthly Member Retention	98.9%	98.7%	98.7%	100.3%	98.6%	98.2%	98.7%	98.2%	
Annual Member Retention	87.0%	84.0%	84.1%	94.0%	90.2%	87.3%	86.7%	85.4%	
Human Resources									
Job Descriptions & Performance Evaluations Completed	100%	75%	100%	100%	100%	100%	100%	100%	
Board of Directors									
Meeting Attendance (voting members)	100%	80%	100%	100%	100%	92%		100%	