



**National Association of Watch and Clock Collectors, Inc.**  
**Board of Directors ZOOM Meeting**  
**March 28, 2024 @ 7:00 pm Eastern**

**OPEN MEETING – FINAL MINUTES**

**DIRECTORS PRESENT**

Leroy Baker, Director	Bob Burton, Treasurer	John Cote, Director
Renee Coulson, Vice Chair	Eliel Garcia, Director	Cathy Gorton, Director
Jarett Harkness, Director	Sherry Kitts, Secretary	Rhett Lucke, Chair
Philip Morris, Director	Geoffrey Parker, Director	Jeff Zuspan, Director

**EX-OFFICIO MEMBERS PRESENT**

Rory McEvoy, Executive Director	Legal Counsel Myron Mintz
---------------------------------	---------------------------

<b>ITEM</b>	<b>SUBJECT</b>	<b>LEAD</b>
<b>1</b>	<b>Call to Order</b> Chair Lucke called the meeting to order at 7:12 pm EDT.	Chair Lucke
<b>2</b>	<b>Welcome, Introductions, Meeting Procedures &amp; Announcements</b> Robert’s Rules for Small Boards will be followed. Guests Dave Coatsworth, Terry Hall, and Tim Miller were welcomed.	Chair Lucke
<b>3</b>	<b>Roll Call</b> All Directors were present, as well as Executive Director McEvoy and Legal Counsel Myron Mintz as indicated in the above tables.	Secretary Kitts
<b>4</b>	<b>MOTION by Secretary Kitts:</b> to approve the February 14, 2024, Board of Directors Meeting Minutes (in-person at Florida Mid-Winter Regional).	Secretary Kitts

**SECOND by Vice-Chair Coulson.**

**MOTION PASSED BY UNANIMOUS CONSENT.**

ITEM	SUBJECT	LEAD
5	<p><b>MOTION by Secretary Kitts:</b> to approve the February 26, 2024, Board of Directors Special Meeting Minutes (approval of corrective actions for failed headquarters phone system).</p> <p><b>SECOND by Treasurer Burton.</b></p> <p><b>MOTION PASSED BY UNANIMOUS CONSENT.</b></p>	Secretary Kitts
6	<p><b>Treasurer Report</b></p> <p>Treasurer Burton gave the January and February Financial Reports, which are of the condensed form. The March report will be a comprehensive report. Our net liquidity stands at about \$542,000, which is well over the requirement of \$400,000.</p>	Treasurer Burton
7	<p><b>2024 National Convention Status Report</b></p> <p>*Registrations are at 376.          *Banquet tickets sold total 102.          *Old Timers and Fellows luncheon registrations stand at 22.          *Early Birds sold – 25.          *Tables assigned are at 303 (total tables available = 450).          *The Marriott is sold out.          *The Staybridge is sold out on Friday, and a letter was sent releasing any remaining rooms to general inventory. The deadline for releasing unused blocked rooms is April 12, 2024, to avoid a penalty.          *A big thanks to Treasurer Burton, who will pick up the 6 clocks in the Nancy Till donation (to be offered in the 2024 National Live Auction) after his representation at the New England Regional.          *Thank to Jae Martin we have a donation of a Citizens Watch worth approximately \$350 retail for a grand prize at the Banquet.          *Thank you to ED McEvoy for his contacting a potential sponsor from Colorado.</p>	Co-Chair Kitts

ITEM	SUBJECT	LEAD
8	<b>Chapter Relations Committee Report</b>	Chapter Relations Chair Zuspan
	<ul style="list-style-type: none"> <li>• Purpose of the Chapter Relations Committee is to strengthen chapters, establish trust, demonstrate accountability, and use communications as a primary tool.</li> <li>• There are five committee members: Jeff Zuspan (Chair), Bob Burton, Andy Dervan, Keith Henley, and Frank Webster, and one staff member, Marlo Davis.</li> <li>• They plan to have quarterly ZOOM meetings with the CRC Committee members, which they anticipate will help the well-being of the chapters.</li> <li>• The committee has been working with struggling chapters. eBlasts have been used to reach out to members in the area with the help of Alex Simpkins.</li> <li>• An example of a successful effort is Florida Chapter 98, which just last year was discussing dissolution, but has now been revived.</li> <li>• Other examples of strengthening efforts are New York Chapter 2 and a couple California Chapters. Possible chapter revivals include Tampa Chapter 151 and Orange County Chapter 69.</li> <li>• The first newsletter will be released in the very near future. It will be sent to all chapter presidents and secretaries as currently known.</li> <li>• The next ZOOM meeting with the Chapter Officers is planned for the April timeframe.</li> <li>• The biggest challenge to the Chapter Relations team is working with chapters that don't seem to want help or that can't define what help they need.</li> <li>• Chapter Relations also wants to recruit more committee members, especially from the West Coast.</li> <li>• It is a pleasure to have a new chapter forming, The South-Central Kentucky Chapter 196, which will be based in Bowling Green, Kentucky.</li> <li>• It was suggested that the more presence we Directors have at chapter ZOOM meetings, the better our relationship will be with the chapters.</li> <li>• Chair Zuspan asked that Board members fully support their local chapters.</li> </ul>	
9	<b>MOTION by Chapter Relations Chair Zuspan:</b> To approve the Charter of new Chapter 196, "South-Central Kentucky."	Chair Zuspan
	<b>SECOND by Vice-Chair Coulson</b>	
	Chair Zuspan emphasized that this new Chapter 196 was not pulling members away from other chapters.	
	<b>MOTION APPROVED BY UNANIMOUS CONSENT</b>	
	It should be noted that Tim Miller, who led the establishment of this new chapter, was in attendance. Bob Burton, Andy Dervan, and Jeff Zuspan were very involved in drafting the needed Articles of Incorporation and Bylaws for the chapter.	

**ITEM****SUBJECT****LEAD****10 Executive Director Remarks**

ED McEvoy

- Update on phone and server issues – The phone system is back in operation. Tina Manley was thanked for handling a majority of calls through the single cell phone. The new handsets work very well. A few problems were encountered with the servers, which the new servers should resolve.
- Membership database – Even though this project saw a couple days negative impact to the schedule, it is going along well now with Leroy Baker and Marlo Davis assisting. We were assured that the ability of the new membership data base to support the old RP Program, which many groups still use for registration, is treated as a critical element.
- Point of sale system – This system is connected to the membership database in a way. This is a modern and non-proprietary system. It has been up and running for the museum store and admissions. The next stage, which adds inventory to the point-of-sale system, is more complicated. The online shop will also be tied into the point-of-sale system. This will be a boon to accounting and will be able to be applied to terminals at registration sites.
- Museum and gallery projects – During the last few months there have been significant upgrades to the museum space in which Dell Deaton’s James Bond display was located. Mr. Deaton has removed these artifacts. This space had many temporary museum displays with inconsistent infrastructures. There is now new paint and carpet which will lend itself to repopulation with temporary displays such as Bob Frishman’s “Time in Art,” and a collection of small clocks made by a watchmaker. There will be an article coming in the New York Times promoting what to see in the museum, including the S-Town Exhibit before it closes.
- Grant applications
  - Covid recovery ARPA – this grant is approximately \$40,000.
  - PA Historical and Museum Commission – this grant is approximately \$20,000.
- Buildings and capital projects – these are tied to the grant applications.
  - School roofing and classroom – the school roofing is not in terrible shape but does need some work. The grounds need work. Some of the shrubbery and trees are overgrown.

Chair Lucke expressed the entire Board’s appreciation for the hard work of the Columbia headquarters team.

**ITEM****SUBJECT****LEAD****11a HVAC Quote**

ED McEvoy

- There were only two bids for upgrade of the HVAC, Frey Lutz and McClure.
- Both companies are highly recommended. Frey Lutz has done a lot of our HVAC maintenance.
- McClure attended the mandatory walkdown, Frey Lutz did not.
- McClure's lower bid included the replacement of both the Phase 1 RTU1 and Phase 2 RTUs 2 & 3, with a fourth RTU for the collection storage. This was accomplished by not replacing the boiler (as was included in the Frey Lutz quote). McClure estimated with proper upgrades and maintenance the boiler could last a few more years. There were some other differences in approach, primarily dealing with the humidification aspect. The McClure approach was a very holistic approach.
- Doing both Phase 1 and 2 concurrently gives us a \$10,000 cost deduction from McClure.
- Doing both Phase 1 and 2 will eliminate some ducting which is an obstruction to our long term museum design plan.
- McClure did not mention the licensing fee but verified that it was included.
- Thus, the McClure quote was lower but also put us farther ahead in our needed upgrades to the system. McClure's quote was \$894,718. The Frey Lutz quote was \$1,022,000.
- We are required by the Pennsylvania grant to choose the lowest bidder, which worked to our favor in this case.

**MOTION by Treasurer Burton: to accept the McClure Company bid as presented.**

**SECOND by Director Cote.**

**MOTION APPROVED BY UNANIMOUS CONSENT.**

**ITEM****SUBJECT****LEAD****11b HVAC Funding**Treasurer  
Burton

- Treasurer Burton relayed the outcome of the Tuesday, March 26, Finance Meeting during which it was discussed how to handle funding of this upgrade. We are required by the Pennsylvania Grant to produce invoices before being remitted for expenses. It may be possible to receive portions of the grant once we have an invoice whether or not work has been started or equipment ordered.
- The first payment to McClure would be 30% of the quote upon contract signing.
- PNC Bank estimated between 9.74% and 13.05% interest rate for a line of credit backed by our investments.
- Jay Dutton, former Board Treasurer, was consulted and he recommended self-funding using our short-term investments, where we would only lose 6.8% over the period we did not have grant reimbursement to return to the short-term investments. We have approximately \$835,000 in short-term investments, so we have plenty to pay as we go, though we may be dipping in and out as the contract requires additional funding.
- Don Marangoni, Account Executive for the McClure Company, is willing to help us minimize the time we have money out-of-pocket.
- Chair Lucke clarified that the total cost of the McClure bid is covered by the grant, but we must pay up front and supply the invoices to get reimbursed. We must pay McClure 30% of the bid to start the engineering work, and we of course will lose the approximately 6.8% we are making in the “borrowed” short-term investment amount until this money can be replaced.

**MOTION by Treasurer Burton: That short-term investments be used to provide the necessary funds to support the HVAC upgrade until reimbursed by grant money.**

**SECOND by Director Parker.**

A voice vote was taken with the Ayes being unanimous.

**THE AYES HAVE IT, AND THE MOTION IS PASSED.**

ED McEvoy expressed thanks that this will allow a start date at a good season and earlier than he had hoped.

ITEM	SUBJECT	LEAD
12	<b>Regional Board Representatives for July-Nov. 2024</b>	Chair Lucke
	<p><u>The following volunteered to represent the Board at the listed Regionals:</u>            Rocky Mountain, Longmont, CO, 7/26-7/28 – Director Gorton            Eastern States, Utica, NY, 8/2-8/3 – Director Morris            All Texas Chapters, Houston, TX, 8/23-8/25 – Executive Director McEvoy            Mid-America, Elkhart, IN, 9/14 – Director Cote            Southern, Metairie, LA, 9/20-9/21 – Director Zuspan (later withdrawn)            North Coast, Strongsville, OH, 10/11-10/12 – Director Cote            Mid-Eastern, York, PA, 11/01-11/02 – Director Garcia            MKOA, Oklahoma City, Oklahoma, 11/15-11/16 – Director Zuspan</p>	
13	<b>Next Meeting by ZOOM: Tuesday, May 14, 7 pm EDT</b>	Chair Lucke
14	<b>Call for any other New Business</b> There was no other new business.	Chair Lucke
15	<b>Adjournment of the Regular Open Session</b> Chair Lucke adjourned the regular open session at 8:27 pm EDT.	Chair Lucke
16	<b>Solicit feedback from the audience.</b>	Chair Lucke

Please send all comments and questions to NAWCC BOD Secretary Sherry Kitts at [sacutts@comcast.net](mailto:sacutts@comcast.net)