



**National Association of Watch and Clock Collectors, Inc.
 Board of Directors ZOOM Meeting
 August 05, 2024 @ 7:00 PM EDT**

OPEN MEETING – FINAL MINUTES

DIRECTORS PRESENT

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

DIRECTORS ABSENT

Eliel Garcia, Director

EX-OFFICIO MEMBERS PRESENT

Rory McEvoy, Executive Director

ITEM	SUBJECT	LEAD
1	Call to Order	Chair Lucke
	Chair Lucke called the meeting to order at 7:03 pm EDT.	
2	Welcome, Introductions, Meeting Procedures & Announcements	Chair Lucke
	The following guests were welcomed: Briana Ardini (NAWCC Controller), Ed Brown, Judy Draucker, Michelle Frye (RKL), Dave Graley, Patricia Holloway, Nancy Spieker, Micah Tasker, and Paul Young.	
	Robert’s Rules of Order for small boards will be followed.	
3	Roll Call	Secretary Kitts
	All Directors with the exception of El Garcia were present. ED Rory McEvoy was also in attendance.	

ITEM	SUBJECT	LEAD
4	Approval of the June 12, 2024, Board of Directors In-Person Meeting Minutes at the National Convention in Chattanooga, TN, in the Downtown Marriott Board Room.	Secretary Kitts

MOTION by Secretary Kitts: to approve the June 12, 2024, Board of Directors Meeting Minutes

SECOND by Director Coulson

MOTION APPROVED BY UNANIMOUS CONSENT

5	<p>Treasurer Report</p> <ol style="list-style-type: none"> 1. Latest Monthly Financials – Treasurer Burton announced that the Finance Committee had approved the May Financial Statement. There will be a ZOOM meeting tomorrow to review the June Financial Statement and hear from David Harvey Jr., our PNC Investment Advisor. Let Treasurer Burton know if you would like to attend. 2. Audit Report with RKL – Michelle Frye of RKL provided an overview of the April 01, 2023 – March 31, 2024, Audit results. <ol style="list-style-type: none"> A. Doug Berman was Michelle Frye’s audit partner. B. All audits go through a second party review. C. Tax documents, including the 990 and state reports, are completed by other RKL accountants. D. First in the report is what RKL agreed to do, including (1) opinion of financial status, (2) internal communication, and (3) tax filings. E. The emphasis of the audit is on high-risk areas. F. There were no significant difficulties in conducting the audit. G. Minor adjustments are proposed, mainly related to fixed assets. The overall affect is an increase of about \$3400, which reflects accuracy. H. No misstatements, no change in accounting principles, and no significant deficiencies were noted. I. We are cautioned to be sure restricted funds are used for their intended purpose. J. Depreciation is straight line; investments are at fair market value. K. Estimates are consistent with last year and use typical accounting principles. L. RKL issued an unmodified audit opinion. 	<p>Treasurer Burton/ Controller Ardini/ RKL</p>
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MOTION by Director Baker: To accept the audit report as presented.

SECOND by Director Cote.

A roll call vote was taken, with all 11 Directors present voting “Aye.”

MOTION PASSED BY UNANIMOUS ROLL CALL VOTE.

Chair Lucke complimented all involved on a great audit job.

ITEM**SUBJECT****LEAD****6 Executive Director Remarks**

ED McEvoy

1. New Membership Database
 - We are in a critical, pivotal stage of membership database development.
 - We will need to specify to Summit Computing what data is needed to be input to the new database.
 - To that end, ED McEvoy would like volunteer participation in testing. Volunteer testing is only open to the headquarters staff and the Board because there are sensitive areas being processed.
 - Prior to any physical interface with the new system, there will be a ZOOM meeting to walk through what has changed, the state of information, and discussion of what to do to move the NAWCC forward.
 - The new database will make running queries much easier.
 - We are projected to stay on budget if we act now while Summit Computing is focused on this effort.
 - The system will recognize the status of membership (active, inactive, etc.)
 - Brianna Ardini, Liz Ross, and Alex Simpkins have been heavily involved in the membership database initiative and are doing a fantastic job.
 - It was asked if the database would contain information on donors to help the Development Committee. ED McEvoy agreed that this was a desirable function.
 - Chair Lucke advised the Directors to communicate to ED McEvoy if they would like to support the development by participating in testing.
2. We have had success in the Development area – we have been given a six-figure donation for the School of Horology, and we are working to make the school a first class experience for students.
3. Donations in kind were substantial in October. We received an E. Howard #1 tower clock. We will have some stellar objects for the 2025 National display.

- 7 MOTION by Convention Committee Chair Kitts:** To approve the revised Regional Meeting Guide Appendix N to include optional rules and forms for Live and Silent Auction.

Conv. Com.
Chair Kitts

It was explained to the members in the audience that the issue was recording forms which had to be reconstituted when the Live Auction support materials, such as the bidder paddles and the triplicate auction transaction forms, turned up missing from where they were left after the auction. The appropriate location for storage and retrieval of these forms is Appendix N, “Auctions, Photography, and Activities Responsibilities,” of the Regional Meeting Guide.

SECOND by Director Burton**MOTION PASSED BY UNANIMOUS CONSENT**

ITEM**SUBJECT****LEAD****8 Pattern of Future National Conventions**Conv. Com.
Chair Kitts

The following was presented by Convention Committee Chair Kitts:

The Convention Committee recommends that the National Convention be held every two years (the odd years) in headquarters area to coincide with seating of the new Board. Thus 2025 is in York, PA; 2027, 2029, 2031, etc.

The Convention Committee also recommends that various appropriate venues be used for the even years, with a one-time “test” partnership with the Florida Mid-Winter Regional to avoid the very hot part of the year. The committee further recommends that this be in spring of 2028. This provides the following rhythm:

2025: York, PA

2026: Lexington, KY (awaiting Board approval at this meeting)

2027: York, PA

2028: Florida in conjunction with Florida Mid-Winter Regional

2029: York, PA

This results in 10-year anniversaries in the headquarters area. However, 5-year anniversary celebrations can be held in even year venues – it is not imperative that anniversary celebrations be held near headquarters.

There was only minor discussion around this topic as it had been addressed previously in meetings and on the Board private forum. It was made clear that partnering with the Florida Mid-Winter Regional (having the 2028 National Convention in conjunction with this regional) was a test case to take advantage of better Florida weather and the considerable help of the Florida Chapter members; this would not become the norm.

It was noted that the Florida Chapters had expressed interest in working out this partnership, so we already have their cooperation.

Chair Lucke advised that the plans put forth by the Convention Committee are a year-by-year effort, and this is just a template that does not need approval from the Board – the Board will be approving the location and budgets as they are brought forth.

ED McEvoy stated that he welcomed the idea, expressing the thought that we should be adaptive to ideas that may move us forward in the future.

ITEM	SUBJECT	LEAD
9	MOTION: By Convention Committee Chair Kitts: To approve the location and budget for the 2026 National Convention, the proposal being Lexington, KY.	Conv. Comm. Chair Kitts

- The budget shows a profit of a little over \$31,000 with a contingency expense of \$15,000 included.
- The profit is achievable only with a substantial raise in registration fees because of the cost of the venue. A chart showing the relative fees of the conventions from 2023 Lancaster through proposed 2026 Lexington was presented. The Directors did not see the fees as out of line for an upscale venue.
- Distribution of early and late registrations on the budget was discussed with the historical reasoning for the estimated numbers.
- The latest Hyatt Regency proposal was presented against the backdrop of the poor results in Chattanooga, which were considered not representative due to demand which did not materialize. If the block performance at Lexington is as poor as at Chattanooga we could lose around \$3,000 due to attrition expenses. The Hyatt allows 20% attrition, and we asked the contract to have a 48-hour cancellation policy. The suggestion was made to see if there was any way to institute a penalty fee for early cancellation. This could be presented as a donation to the convention to cover any costs of attrition over the allowable 20%.

Convention Committee Chair Kitts rephrased the motion:

MOTION by Convention Committee Chair Kitts: That the Lexington location, the budget as presented, the fee structure as discussed, and the Hyatt contract with proposed modification be approved for the 2026 National Convention.

SECOND by Director Cote

A roll call vote was taken, with all eleven Directors present voting Aye.

MOTION PASSED BY UNANIMOUS ROLL CALL VOTE

10	2025 York National Convention Status (event dates: June 19-22, 2025) <ul style="list-style-type: none"> • Registrations sold for the 2025 National Convention at the 2024 National Convention: 68 registrations, 118 tables, 10 banquet, 6 tailgate. • ED McEvoy’s input is needed on the schedule before the confirmation letters can be finalized and sent to registrants. • The Wyndham Garden is the host hotel and reservations can be made. The deadline for registrations is May 16, 2025. • There are courtesy contracts with two Marriott properties (Courtyard and TownPlace Suites) with deadlines of May 18, 2025. • We have a \$37,500 grant from Explore York to use toward York Expo Fairgrounds and speakers. • Deadline for entries into the Explore York 2025 Travel Guide is September 6, 2024. 	Co-Chair Kitts
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ITEM	SUBJECT	LEAD
11	<p>Results of 2024 National Convention</p> <ul style="list-style-type: none"> • 930 member registrations + 112 public = 1042 attendees • 178 Banquet • 40 Old Timers & Fellows • 108 Early Bird • 446 Tables • Approximately \$52,500 net profit (75% National, 25% Chapters) <p>Chair Lucke expressed thanks to the 2024 National Convention Co-Chairs Chris Martin, Glen Kitts, and Sherry Kitts and the entire team for a successful event.</p>	<p>Co-Chair Kitts</p>
12	<p>Deaccession of Certain Inventory Items to Sell at Auction</p> <p>This item was tabled until a later meeting.</p>	<p>Museum Collections Chair Morris</p>
13	<p>Membership Retention & Attraction: Suggestions by Membership and Chapter Relations Committees</p> <p>Chapter Relations Chair Zuspan, Membership Chair Baker, and NAWCC Membership Services Manager Marlo Davis met for a discussion on the subject.</p> <ul style="list-style-type: none"> • Dues was discussed, as well as the lifetime membership program. • Some time was spent on attracting new members. We attract about 1,000 new members per year, but we lose about 1,500 per year. We need to focus on retention. • One option discussed was allowing the public to register for events. • Another option which may help retention is resurrecting field suitcase workshops. <p>The Membership and Chapter Relations Committees would like to have time to formulate more complete plans, and target reporting their progress in more detail at the next Board of Directors meeting.</p>	<p>Membership Chair Baker/ Chapter Rel. Chair Zuspan</p>

ITEM	SUBJECT	LEAD
14	Next ZOOM Meeting Date – Wednesday, September 25th, 7 pm EDT	Chair Lucke
15	Next In-Person Meeting Date: Lone Star Regional, Mesquite, TX, February 26, 2024 @ 9:00 am CDT. (Note Central Time – Texas is in the Central Time Zone)	Chair Lucke
16	Call for Any New Business	Chair Lucke
	There was no new business.	
17	Adjournment of the Regular Session of the Board	Chair Lucke
	Chair Lucke adjourned the regular session at 8:44 pm EDT.	
18	Solicit Feedback from the Audience	Chair Lucke
19	ANNOUNCEMENT by Chair Lucke: That the Board will immediately reconvene for the Executive Session.	Chair Lucke

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