

**NORTH AMERICAN VEXILLOLOGICAL ASSOCIATION /
ASSOCIATION NORD-AMÉRICAINNE DE VEXILLOGIE**

**MINUTES / PROCÈS-VERBAL
BUSINESS MEETING/ RÉUNION DE TRAVAIL**

18 Oct 2015, 8:30 a.m.

Ottawa Marriott Hotel / Hôtel Mariott Ottawa
Ottawa, Ontario

Present: President John Hartvigsen, First Vice President Anne Platoff, Second Vice President Kenneth Reynolds, Secretary Steven Knowlton, Treasurer Christopher Bedwell, 22 members at large

**1. Call to Order, Introductions, and Adoption of the Agenda /
Appel à l'ordre, présentations et adoption de l'ordre du jour**

The President called the meeting to order at 8:35 a.m.

The President announced the presence of a quorum and stated that proper notice of the meeting was given as required by the Bylaws and Illinois Law. The President introduced the members of the Executive Board present.

The President announced that the meeting would be conducted using the most recent edition of *Robert's Rules of Order, Newly Revised*. The agenda as printed and distributed was adopted by unanimous consent.

**2. Approval of the 2014 Minutes (NAVA 48: New Orleans, Louisiana) /
Approbation du procès-verbal 2014 (NAVA 48 / La Nouvelle-Orléans,
Louisiane)**

The minutes of the 2014 Business Meeting, as distributed, were approved by unanimous consent after a correction noting that Byron DeLear gave a report on *NAVA News*.

3. Reports / Rapports

A. President / Président

The President referred the membership to his written report and asserted that the association is on the ascent after a very difficult year involving a website crash that affected renewals, and an irregular schedule of publications. He commended Ken Reynolds and his organizing committee for an excellent meeting, and Annie Platoff for an excellent program. He expressed his thanks to the Executive Board for their work this year and to the donors who contributed to the meeting: Advertising Flag Co., Annin Flags, CRW Flags, and Dixie Flags.

B. First Vice President / Premier vice-président

The First Vice President referred the membership to her written report and offered her thanks to Ken Reynolds for help in planning the meeting. She reflected that her goal of recruiting new speakers was fulfilled, as was her goal of developing a set of tools to help new speakers turn their ideas into effective presentations. She had the honor of serving as NAVA's delegate to the International Congress of Vexillology, where NAVA member Ted Kaye was named a Fellow of FIAV. 23

NAVA members were in attendance. As Digital Editor, she is still catching up with re-populating the content for the NAVA website, which went live only a few months ago. She is planning to digitize older NAVA materials and called upon members to submit them to her.

From the floor, Kin Spain asked NAVA members to update their profiles in the member directory on the website.

C. Second Vice President / Second vice-président

The Second Vice President reported that his position traditionally had no specific portfolio, so he spent his time this year planning the annual meeting, and offered his thanks to many who assisted, in particular the Program Committee, as well as Pete van de Putte, Annie Platoff, Kin Spain, Bill O’Laughlin, Hugh Brady, Peter Ansoff, Chris Bedwell, and Ted Kaye.

He took over as Chair of the Publications Committee in July. To date in 2015 the association has published *NAVA News* numbers 223-225, and *Flag Research Quarterly* 7/8 (a double issue). He commented that there are a low number of submissions, but he expects the next *FRQ* to be published by December. He also plans to create a central point for all submissions, which the chair can then distribute to the editors of our three publications. He also hopes to extend the peer review process to *FRQ*.

There were numerous suggestions from the floor regarding the importance of timely publications to membership retention, as well as sources for material to publish.

D. Secretary / Secrétaire

The secretary referred the membership to his written report, which he summarized by stating that 64% of members active in 2013 have renewed, which is an increase from the initial round of renewals which only produced a 43% renewal rate. He attributed the increase to the work of the Membership Committee to reach out to members and urge renewals. In addition, 61 new members have joined. The secretary offered his gratitude to those NAVA members who were quoted in the press and made mention of the association during the summer’s media interest in flags.

E. Treasurer / Trésorier

The treasurer referred the membership to his written report, and presented the financial situation of the association. In 2014, revenues were much lower than expected due to a lack of renewals, while expenses were much greater than budgeted, due to cost overruns at the Annual Meeting and one-time expenses related to rebuilding the website. This deficit used up the surpluses the association had built up in 2012 and 2013. In 2015, it appears that revenues and expenses will balance, but the numbers for the 3rd and 4th quarters are not complete. The proposed budget for 2016 is balanced.

From the floor, Lee Herold and Ted Kaye requested that the Treasurer’s report be published in *NAVA News*.

F. Other reports / Autres rapports

Byron DeLear gave a report on *NAVA News*. He discussed its purposes – to communicate the activities of the association to its members and to preserve the history of the association by reporting on its meetings, elections, etc. He encouraged members to share their flag collections, flag humor, and memorials to NAVA members who have passed away.

4. Elections /Élections

- A. Report of Nominating Committee / Rapport du comité de candidatures
Scot Guenter reported that the Nominating Committee had unanimously selected the following slate of officers for nomination:

President: John Hartvigsen

First Vice President: Jim Croft

Second Vice President: Ken Reynolds

Secretary: Cindy Williams

Treasurer: Chris Bedwell

There was no discussion and no further nominations from the floor. Election of Officers for 2015-2016 / Élections des officiers pour 2015-2016

- B. Election of Nominating Committee for 2015-2016 /
Élection du comité de candidatures pour 2015-2016

The slate was elected without dissent. The president thanked the members for their sustaining vote.

5. Adoption of Proposed Amendments to the Bylaws /

Approbation des modifications aux règlements administratifs

Peter Ansoff moved that the vote on the proposed amendments be postponed until the next Annual Meeting, for the reason that the meeting was running long and he expected there would be a lengthy discussion. Ted Kaye seconded the motion. The Parliamentarian, Hugh Brady, ruled the motion out of order. Ansoff moved that the vote be tabled. Ted Kaye seconded the motion. Upon division, a majority of the members approved the motion.

6. Other Business / Autres questions

From the floor, Ted Kaye thanked Hartvigsen for his leadership during a difficult year.

Hugh Brady moved a vote of thanks to Ken Reynolds, Annie Platoff, and all involved in planning an excellent committee. The vote of thanks was approved unanimously.

Jim Brown moved a vote of thanks to the entire board for their service. The vote of thanks was approved unanimously.

7. Adjournment / Ajournement

Ted Kaye moved to adjourn the meeting. Jack Lowe seconded the motion. The meeting was adjourning at 10:35 a.m.