

MINUTES
TELEPHONIC MEETING OF THE EXECUTIVE BOARD
NORTH AMERICAN VEXILLOLOGICAL ASSOCIATION

Sunday, February 7, 2010

11:00 a.m. PT, 1:00 p.m. CT, 2:00 p.m. ET

Pursuant to the Association's Bylaws, previously approved schedule with further notice waived, the Executive Board of the North American Vexillological Association held its scheduled telephonic meeting.

1. Call to order and Announcement of Quorum.

The meeting was called to order by the President, Hugh L. Brady, at 11:01 a.m. PT.

Present: Hugh L. Brady, president, Gustav Tracchia, first vice president, Anne M. Platoff, second vice president, Edward B. Kaye, treasurer, and William J. Trinkle, secretary.

Absent: None.

Also Present: Peter A. Ansoff, immediate past president.

The President announced the presence of a quorum.

Hearing no objection, the Agenda was approved.

2. Minutes.

The secretary advised there were no minutes to approve at this juncture. He advised there was a need to finalize the minutes of the Annual Business Meeting and of the December 2009 Board meeting.

3. Reports of the Officers.

Report of the President.

The President nominated for appointment to the Cannon Grant Committee Scot Guenter, Perry Dane, Annie Platoff and Ken Reynolds. The nominations were approved unanimously by the Board. The President's report otherwise was deferred.

Report of the First Vice President.

The First Vice President advised there was nothing new to report at this meeting.

Report of the Second Vice President.

The Second Vice President advised there was nothing new to report at this meeting, other than as would be discussed in items separately on the agenda.

Report of the Treasurer.

The Treasurer advised that the Financial Statements for 2009 have been completed and sent to the Board. Gus Tracchia asked about the lower interest earnings, which the Treasurer advised was due to the status of the economy. The Treasurer also advised that the Financial Statements with appropriate back up documentation have been sent to Gus Tracchia for audit. The financial reports will be published in the next *NAVA News*. Next on the Treasurer's agenda is completion of the 2009 NAVA taxes via Form 990EZ.

Report of the Secretary.

The Secretary gave a combined Secretary/Membership report and advises we have had 11 new members since NAVA 43, including 3 this past week. We have included reminders in several NAVA list emails to renew as well as the renewal page which is in *NN 204*. There was a discussion about being on track with renewals and our membership holding for the past years at c. 400. General concern about the aging of our membership and lack of growth was noted.

4. Reports of the Committees.

Membership Committee. *See, above.*

Conservation Committee.

The President advised that the new members had been contacted and that slowly they were getting together to reinvigorate this Committee under the leadership of Laura Kidd.

5. Report of the Annual Meeting Committees.

NAVA 44 – 2010.

Hotel - Hilton Garden Inn is the selected Annual Meeting venue. It is near three airports – Burbank (23 m.), LAX (43 m.) & Ontario (25 m.). We are very close to finalizing a written agreement with the Garden Inn, with room rates of \$99 per night, with complimentary breakfast, parking and Internet, and reasonable catering rates. The staff is very responsive and helpful.

Budget & Registration Fees (\$160, \$180, \$200) were reviewed and the registration fees approved after detailed discussions. Bill Trinkle advised that a very conservative budget using 10% reduced attendance as basis of revenues & inflated expense numbers, e.g., \$1,250 for bus, though \$1,000 is likely highest and \$430 for admissions (though likely zero) and with total budgeted expenses of \$6,667, which compares to recent years.

There was a brief review of the updated task assignments list for the Annual Meeting.

Status of flag displays was discussed. Bill advised we have several volunteers involved.

Maureen Thomas is looking into both a Thursday evening Magic Castle dinner and a potential Warner Bros. Studios flag props tour, probably for Friday. New member Dave Davidson will be asked to look into the local restaurants. Joseph Staub has also volunteered and lives in the area.

Bill also advised that he is attempting to contact Hortie-Van, a Pasadena flag manufacturer, to see if a tour is possible. The Arcadia mayor is John Kuo and the city apparently has no flag. He has reconfirmed with the Autry and we are still set with them. Bill will be looking into lunch at the Autry which is both economical and would give us more time there.

There was a brief discussion of Stan Mottaz's email about attracting local youth members and possibly providing for a lower rate for youth attendance. There was recognition the ideas were good, but as often, the challenge is finding the volunteers to organize them.

Annie Platoff will be looking into getting the Whittier flag retailer to attend and bring products to the Annual Meeting.

Peter Ansoff noted that he has received only a single NAVA 44 flag design to date. He will send out further notice to our members.

NAVA 45/24 ICV Washington, D.C. – 2011.

It was recognized that efforts to identify a new venue had not been successful and that this means we are behind schedule in setting a registration fee and finalization of the venue. Hugh Brady expects to travel to D.C. the last week of February and will make efforts to locate a venue. The Board consensus was that if we are unable to obtain a venue for the standard ICV mode by the next Board meeting on April 11, 2009, then we will switch to the "NAVA Annual Meeting" mode with a hotel as the base for accommodations and conference. Ted Kaye offered to make preliminary efforts to locate a hotel during the next two months. Peter Ansoff also reminded us that the Washington Masonic Memorial was still a possibility. The dates of the ICV, August 1 – 5, 2011, remain the same.

6. Report of the Publications Committee.

NN 204: published and out to members

NN 205: Editor Peter Ansoff noted we have quite a bit of material available for the issue.

RAVEN.

RAVEN 16 is published and out. It is also for sale on Amazon, at the FRC, and on the NAVA website; approximately 30 copies have sold to date. It was noted that because we switched publishers the cover finish changed.

Digitization of NAVA News & RAVEN.

Annie Platoff advised that matters are moving forward with the digitization of *NAVA News*. There still a few issues and problems which need to be addressed before she will be ready to announce there availability to our members, but we are close. Once *NAVA News* is uploaded she will work on the *RAVENS*.

Exchange Copies. Ted Kaye advised he had mailed out the 2009 exchange copies of our publications (*Raven* plus four issues of *NAVA News*) to about 40 of our sister vexillological associations overseas. He advised we mail them once a year to save on postage.

5. Consideration of Other Business.

Distinction between the NAVA-ANN list and the Yahoo chat group usage.

The Board discussed issues related to the usage of the NAVA-ANN list and whether some material belonged more properly on the NAVA chat group pages. There was discussion of the number of complaints we have received; whether sending a once a week email might be better; whether we should have an editor; the positives and negatives of present usage. It was recognized that there was a lack of consensus that there was a need for significant change. Ted Kaye will draft a message to go to both groups to help clarify the appropriate uses of each,

Website redesign.

Annie Platoff advised that she had run into some issues with the website in dealing with the digitization project. She requested Board approval for her to solicit a quote for a Web Content Management System. Such a system would permit uploading of changes to the website by those persons responsible without the need for a web professional and also consistencies across the site in design and theme. The Board unanimously approved Annie's request for permission to solicit a bid from Shane Sivers, our current webmater, for such a WCMS.

Approval of Final Version Cannon Grant Guidleines.

With a few minor suggestions for change, the Board unanimously approved Annie Platoff's final draft Cannon Grant Program Guidelines document. Annie will also prepare a one-page announcement document to send out to groups for posting and a similar length article for publication in *NAVA News*.

Use/Access to NAVA Letterhead.

It was recognized that all officers have the authority to use NAVA's letterhead for correspondence associated with their duties, but may not use such letterhead to legally bind the organization in contract without explicit consent of the Board or as authorized by the Bylaws.

Officer Job Descriptions.

Ted Kaye reminded the Board that he had forwarded the officer descriptions for addition or creation, but that he had received no responses. He noted there was no full description yet of the President's duties. He will send them out again, and members will review them and comment with upgrades.

Corporate Identity.

Hugh Brady advised that he needed to move forward with the corporate identity work.

New Business

No new business was raised.

6. Reminder of the Next Telephonic Board Meeting (Sunday, 4/11/2009 at 11 a.m. PT).

7. Adjournment

The meeting was adjourned at 1:15 p.m.

William J. Trinkle

Secretary

North American Vexillological Association