

Minutes of the Central Coast Beekeeping Association

January 26, 2016

Newport Library

The meeting was called to order at 4:57pm by Dan Speers – President with all 8 board members in attendance.

New Business –

I. Election of Officers and Job Descriptions

II. It was decided to develop more comprehensive job descriptions for officers prior to determining a slate for 2016 and voting.

President

- ***Overall responsibility for club operation and oversight***
- ***Create an agenda and lead monthly club meetings and board meetings***
- ***Oversee drafting and approval of founding club legal and governing documents***
- ***Oversee creation of 501(c)3 non-profit corporation***
- ***Contribute to a newsletter***
- ***Investigate insurance coverage***
- ***Represent club at quarterly OSBA meeting and report back to club (and I guess the annual conference, although we didn't discuss)***
- ***Needs to be 2 people due to the amount of work necessary to complete organizational docs and functions at least for current year***

Vice President

- ***Oversee website development***
- ***Maintain an archive of club documents***
- ***Maintain a database of club members***
- ***Act as parliamentarian***
- ***Maintain an inventory of club property and oversee storage (which could be just keeping track of who is storing each item)***

Secretary

- ***Board minutes and club meeting minutes when necessary (when a vote takes place or decisions are made)***

- *Club correspondence*
- *Meeting reminder emails to club members and other informational emails*
- *Edit club newsletter*

Treasurer

- *Receives membership dues*
- *Administers club checking account*
- *Pays club bills and reimburses members for expenses*
- *Handles annual taxes*
- *Compiles and reports on all budget and financial issues*

Tasks to be absorbed by other board members or committees)

- *Outreach and event coordination*
- *Maintain an event calendar*
- *Oversee organization of a future annual field day*
- *Oversee organization of a future annual bee school*
- *Oversee fundraising (but this would be done by a committee)*
- *Coordinate club educational presentations and speakers*

II. A slate of officers was presented and approved unanimously:

Presidents – Anne Schatz and Nancy McDowell

Vice President – Rick Olson

Secretary – Becca Fain

Treasurer – Mary Ellen Townsend

III. Annual dues were set at the following amounts: for individuals (\$15) and families (\$25), reducing the fee to \$10 after from July on for new members

IV. It was decided that we needed a treasury of a minimum of \$500 to get the club going (non-profit filing, OSBA dues, etc) and that board members and others could pay dues for multiple years to raise this initial amount.

V. We discussed the eventual need for some sort of a central storage facility when the club owns enough stuff to make that necessary and that some sort of initial arrangement would need to be made to store at minimum the extractor that Becca and Rick were donating,

VI. Discussed what percentage of meetings should focus on a predetermined topic with a speaker and what percentage should focus on open discussion. The Board determined that there should be one discussion oriented meeting for each two presenter dominated meetings.

VII. Stan mentioned his new role as North Coast Rep to OSBA and that OSBA wanted bylaws from us; discussed what the OSBA insurance coverage entails and the need to see the policy to be sure; that brought up the potential eventual need for D&O insurance, but down the road

VIII. Dan, Rick, Max and Stan will begin teaching the Master Beekeeper Apprentice classes 2 March at Hatfield, rm 3032, wing Ed. Classes will be each Wednesday from 6:30-8:30 and are open to all MB program enrollees

IX. Discussion of potential club events for the year: Lincoln County Fair, Master Gardener Plant Sale and Garden Fair, Newport Home and Garden Expo

X. Discussion of potential speakers and topics included: Kenny Williams, Karessa Torgerson, Lyn Royce, Carolyn Breece, Harry Vanderpool, forage plants for bees, an allergist or expert to discuss stings

XI. Lincoln County and various city ordinances regarding beekeeping were discussed and though the club can not actively lobby about this it was decided that we ought to know what they are and provide assistance to members who are trying to get them changed as they relate to beekeeping.

XII. We need an EIN before Mary-Allen can open a club checking account so Mary Ellen was authorized to open one in her name until we filed the required paperwork and got an EIN.

XIII. Stan brought up the honeybeehealthcoalition.org that has extensive data on Varroa mites. We will share this document with folks currently on our e-mail list.

XIV. Anne brought up the Newport Seafood and Wine Festival as a potential fundraiser and suggested board members might consider attending this year to better understand the event which is being held the weekend of February

XV. Dan mentioned breaking into small groups for discussion during meetings and Becca brought up grouping by climate zone and everyone seemed in agreement with that.

XVI. We discussed starting each meeting (or maybe the discussion meetings) by asking how everyone's hives were doing . It was decided to begin this at the next meeting.

XVII. There is still time to get folks into the apprentice level MB program as this is the only place in the state where there is still space available for people to get mentors. It was suggested that this be announced at the next meeting and that anyone still interested in being an apprentice this year in the MB program can do it by having one of the mentors contact Carolyn.

XVIII. The agenda for the January meeting would be discussion oriented an focus on presenting the new board, discussing where we see the club going and asking for input, input on future presentations, thoughts on club participation in activities like the fair, thoughts on fundraising, mention of eventual need of committee members to help with club needs

XIX. The Feb meeting will be a presentation by Stan on Spring Management

XX. Anne will endeavor to have a rough draft of bylaws by next month so the board can begin discussions

XXI. Mary-Ellen will open a provisional checking account

XXII. Mary-Ellen will see if the library allows beverages and snacks to be served during meeting as having refreshments was determined to be a good idea.

XXIII. Becca will create and bring membership forms that include contact info, number of hives and years spent beekeeping to the next meeting.

XXIV. Becca will send out an email to the membership reminding of the meeting, giving dues amount and asking to bring dues, and indicating topics to be covered

XXV. Rick will develop a website for the club. Becca will develop a newsletter format.

The meeting was adjourned at 7:58 pm.