

2020 OSBA Full Board Planning Meeting Minutes

DATE: Dec. 5, 2020

LINK:

REQUESTED ATTENDANCE: (Officers) Peggy Garnes, Tom Rathbun, Jeannie Saum, Rod Pritchard; (Dirs.) Jamie Walters, Linda Miller, Dwight Wells, Kelly Morse, Don Crock; (Reps.) Roger Myers, Will Merrill, Joe Heider

ABSENT: Allyson May, Nina Bagley, Alex Zomcheck, Sonny Ward, Dale Olson, Dan Braden, Rich Stewart, Jim Hopkins

Minutes

- I. Call to order - reading of Mission - Peggy Garnes
- II. Changes to agenda
- III. Reports:
- IV. President
 - A. OSBA Emails - are being set up - use for official OSBA work/communication, keeps a paper trail and history,, all saved, be respectful
 - B. Training is coming for - Drive, Corel, Adobe, Zoom, ...
 - C. Committee chairperson is point of contact - president needs to know who chair is for every committee
 - D. Proposals need to go first to Executive Committee, then to Board
 - E. Committees need to have reports prepared for Board meetings.
- V. Committees
 - A. 4H/FFA - Jamie Walters -
 1. positive feedback from last year's participants
 2. want directions for how to build equipment;
 3. working on 4H handbook and including Mike Doseck's addendum
 - B. Traveling Speakers - Joe Heider -
 1. Did 15 presentations in 2020, one in person, rest on ZOOM;
 2. Goals are to improve paperwork, getting it on Drive (website?);
 3. have surveys/feedback; committee needs to meet more;
 4. new presentation - Chemical Control of Varroa;
 5. Allyson May and Joe Kovalski are collecting feedback for topics;
 6. Need volunteers to do presentations;

7. send finished new presentation to educ. com.;
 8. there are funds for Brochure in PR Budget, keep budget same as last year.
- C. Affiliates - Tom Rathbun -
1. IRS issue - no answer on double EIS's from IRS, suggest emails instead of calls;
 2. concerns about language - lawyer needs to look at before sending renewal forms; s
 3. Suggest keeping it going, charge clubs renewal and pay insurance; clubs to send in paperwork to OSBA;
 4. 990's must be filed online May 15
 5. Tom will get letter out to Affiliates
- D. Outreach - Kelly Morse
1. Most clubs doing New Beekeepers class via ZOOM with curbside pickup for handouts
 2. Survey
 3. Handouts - Varroa guide (needs reprinted - about 750 - will cost \$3000 for enough for 2.5 years - print for 2 years, or less-due to new research always coming out?), HBH - minor changes, pen, notepads (funding to print is from Bee Culture and OPS)
 4. Internship - 75-80%
 5. Directors and Reps, please let clubs know about this program
 6. Would like to have an electronic list of resources to give to clubs for new beeks - w/Educ. Com.?
- E. Fair - Nina Bagley -Suggest leaving our \$\$ with the fair for now. No cancellation notice yet, but no work being done.
- F. Education Committee - Dwight Wells, Rod Pritchard
1. Gatekeeper for what goes out from OSBA
 2. Want to look at all brochures, presentations, etc.
 3. Bring on expert, when needed
 4. Work on branding, improving OSBA membership by producing quality, need right equipment to help with quality of what we produce.
- G. Media/Website - Jamie Walters
1. 2 x a month, at first viewership was 390-400, summer 90+, more viewers in fall.
 2. in newsletter - speakers coming up and description of presentation, posted to YouTube later

3. Could not get sign ups on FB due to website language on website - will use Eventbrite
4. \$54 per month for ZOOM license for up to 500 people.
5. Cons - some speakers want to be compensated - operating with no funding from OSBA - Oliver - \$50, Connors - \$200
6. Posting of recorded webinars is behind due to fall conference. 10 more to post
7. Surveys given to all who attend - finding speakers based on survey.
8. New Podcast planned - "BEE Here Now" - monthly report of OSBA work, membership of regions, roundtable, no sign up needed, invite clubs to talk, etc. people can call in live. Roger Myers will help. Could do some live - on location at clubs' apiaries
9. Want to get some recording gear in regions of Ohio, train people, so members can do recording and send it.

H. Internship Pilot - Jamie Walters

1. Monthly, Feb. - Nov.; topics for next 30 days, 2 speakers, Q & A
2. Tuition would go to local clubs
3. Presenters - from clubs, board - 10 years' experience
4. Recorded and uploaded to private YouTube channel
5. Offered as addition to bee schools
6. Need to get planned soon.

I. Events - Peggy Garnes - used to have 1 per week before pandemic! 2 tubs of supplies - will need to restock once we have events.

1. Fall Conference of 2020 - virtual, went well, 498 pre-registered, up to 315 at a time.
 - a) Positive feedback and compliments, other states asking how we did, Jamie will produce for Mich.
 - b) Online voting was tricky with 3 membership lists, Absentee balloting had some mail fraud issues - Peggy will see ATTY Gen about this and get the VP SOP to Tom
 - c) To improve - more training of volunteers, tighter deadlines, more input from committees, better communication to clubs, lapel mics, better paperwork trail, need work on member list and email,

J. Master Beekeeping - Peggy Garnes - on hold for now, some suggest not doing our own for now but putting out a list of suggested programs in other states

K. Newsletter - Jamie Walters

1. made money - \$600, will work on reducing the 300 being mailed (cost \$7000),

2. Well received, still improving, need more writers, will start proofing ahead of time,
 3. consider charging a small fee for art/design work to advertisers, Include Mr Stoller in Telling the Bees
- L. Nominating - Peggy Garnes -thanks to Laurie Peers and Sonny Barker. need new members who are not on board. Have list of Reps. to vote on in Jan. Need write up seeking committee members on website.
- M. Finance - Rod Pritchard
1. \$4654 in savings
 2. \$689 Debit - will add more to this to pay for software, recurring
 3. \$15,000 and \$5,400 in CD's
 4. \$10,000 in Paypal - would like to add a place for advertisers to pay on PayPal, this account is not accessible by the current Treasurer - Peggy will contact Tim
 5. EIN issue - looking for new accounting firm who know how to file nonprofits
 6. Zoom license - will get
 7. Storage space for OSBA in Columbus
 8. Audit - pending since August, supposed to uploaded online, didn't find anything but said lots of policies and procedures were over the top, there were comments to club and board.
- N. Constitution/Bylaws
1. Constitution passed
 2. Bylaws being sent to Exec. Comm. then Board for review

VI. Afternoon Session - Goals and Budget

- A. 4H/FFA - Jamie Walters
1. Budget - same as 2020, 10 scholarships,
 2. Goal- get Handbook revised with Mike Doseck's and Alex Zomchek's additions;
 - a) need a flyer for this program
- B. Traveling Speakers - joe Heider
1. Budget - same as 2020
 2. Goal - improve paperwork and timeline, use of calendar, adding new presentation, send to Ed. Comm.
 3. 3. Motion made to waive the traveling speaker fee charged to clubs - Rod Prichard, 2nd Tom Rathbun, approved.

C. Affiliate Program - Tom Rathbun

1. Budget - need to pay insurance premium
2. Goals - get the EIN issue solved; Round Table meetings; recruiting other clubs for Round Table and Affiliate program, Revise handbook, PDF Pro monthly subscription will help with this, Facebook page
3. Need another member - Roger Myers volunteered

D. Outreach - Kelly Morse

1. Budget - depends on how much we want to order (multiple years, bulk?) May need more than last year - some reprinting needed.
2. Goals - get more clubs to participate, working on nonprofit mailing status to cut costs

E. Fair - Nina Bagley

1. Budget - same as 2020
2. Goals - same - could get reservations from Vendors, but no patent - just in case it is held
3. QR code board not really used

F. Education Committee - Dwight Wells, Rod Pritchard

1. Budget
2. Goals - Need brochures for Farm Science Review and Ohio Partnership, Look at Varroa slide show, look at Best Practices Brochure and past presentations for traveling speakers, other videos and brochures

G. Conference - Tom Rathbun

1. Budget
2. Goals - reaching out to others for assistance, speaker ideas, need microphones, equipment

H. Master Beekeepers - Peggy Garnes

1. Budget
2. Goal - Peggy and committee will work on, contact OSU, consider outsourcing as last resort

I. Nominating Committee - Peggy Garnes

1. Budget
2. Goals - encourage bee clubs to do Beekeeper of the Year and to nominate people for OSBA Beekeeper of the year. How to do presentations of awards around the state? (travel restrictions: maybe offer to mail...?)

J. Finance Committee - Rod Pritchard

1. Budget - need to consider contracts, recurring charges for storage, software, etc. and technology equipment needed
2. Goals - get committee together, review the books

K. Technology / Media/ Website - Jamie Walters

1. Budget - \$5000 technology tools + \$800 speaker stipends, cards, postage
2. Goals -
 - a) purchase some technology tools -
 - (1) Committee chairs responsible for maintaining an inventory of any club assets in their possession - send end-of-year inventory to Treasurer by Feb. each year.
 - b) Training for members on technology and software
 - c) Get Zoom license for OSBA, consider transcription software for use to get notes from recorded meetings
 - d) Motion made to purchase license for Pod Beam ((\$348) - Linda Miller, 2nd Tom Rathbun, approved

L. Internship - Jamie Walters

1. Motion made to run the internship as a pilot program for this year. - Kelly Morse/Tom Rathbun, 2nd Joe Heider
 - (1) Discussion - concern about control of what information is put out, not time to vet it.
 - (2) Approved by majority, 2 opposed, one abstain

M. Constitution Committee - Jeannie Saum, Tod Pritchard, Nina Bagely

1. Budget - none
2. Goals - get bylaws finalized, voted on

VII. Other Business

A. Use of Drive and club emails

1. For all reports and communication
2. Less paper, electronic trail
3. Better communication and procedures
4. Membership list on Drive

B. All contracts, agreements must come to the Board for approval before being entered into by any committee or board member.

C. Need to clean up Drive folders and archive things

VIII. Adjournment - Joe Heider, 2nd Roger Myers