

DRAFT Minutes

Thompson's Mills Preservation Society Board Minutes July 24, 2018

Members Present: Jim Ballard, President; Ron VanOrden, Treasurer; Larry Thompson, Board Member at Large. Tom Parsons, TMPS member. Guests Carolee St. Clair and Nancye Ballard. Absent were Carl Browning, Patty Linn and Don Lyon.

The meeting was called to order at 6:02 p.m. by President Jim Ballard. Because corrected minutes of the June 26 board meeting have not been presented, the group had to postpone approval of those minutes until next meeting.

Treasurer's Report: Ron VanOrden presented the report, noting that more donations have been received since the last meeting, and that gift shop inventory has been reduced. TMPS has exceeded, by \$127, the \$800 approved at the annual meeting for Business Operating Expenses. Jim pointed out that a number of expenses will need to be paid in the near future. Ron moved that the board make a "best guess" about how much will be needed in the future, after evaluating this year's spending, and then approve a new cap. This will be determined at our next meeting. Larry Thompson seconded; **motion passed**. Ron stated that, in the future, he'll send copies of the treasurer's report via e-mail.

Membership items: Discussion of the updated versions of the old membership solicitation card. Discussion about whether TMPS really plans to hold special "members only" events or not. Consensus was that that reference should be removed from the card. Tom also questioned an "awkwardly worded" section that suggests various options for volunteering are listed on the web site. Tom would prefer to see an "inspiring quote" or a mission statement. Ron moved, Larry seconded that the reference to "members only" be deleted from the text on the card. Ron also suggested eliminating the sections starting "help sustain..." and replace that with a reference to the TMPS privacy statement. Larry concurs. Motion passed. Ron, therefore, moved that that section be removed and replaced by the privacy statement. Larry seconded. Motion passed.

Jim drew the board's attention to the membership categories on the card, particularly the "corporate" donor section. Discussion followed, after which Larry moved, and Ron seconded, that 1) the members-only text be deleted, and 2) that the corporate category be retained, with a minimum stated amount of \$1000.

Carl has the membership cards. Tom pronounced them "handsome." Jim could not find any indication in recent e-mail exchanges among board members about the cost of the cards. He will consult Carl. Don had reported via e-mail that ten note cards had been printed as samples to see how the Board reacts. Jim recommended including a note card and a membership card with each copy of Tom Adams's book, xxx, to be sent to each donor who contributes at least \$50. We'll hold off until early September so that these donors will have a membership throughout all of 2019 as well as the remainder of 2018.

Ron reported that three additional donations in memory of Eunice Arthur had been received. Nancye Ballard will write thank-you notes to each of these donors, as she did with the earlier six memorial contributions. Ron admitted that he "didn't get as far as [he] expected to on the 5-22-2018 amendment. He said that, the farther he investigates this situation, the "deeper" he gets. He wants to have more control over the lists of TMPS member names.

Tom noted that he, Carl, and Don scheduled four dates to press cider, Sept. 15 and 29 and Oct. 13 and 27. When Carolee posted the question, "Where are we getting the apples?" considerable discussion ensued. A proposal has been floated to the effect that members of the Calapooia Food Alliance provide apples they have picked, in return for which the Alliance will receive half of the proceeds from the pressing events. Board members suggested various

DRAFT Minutes

other approaches for obtaining apples, less costly approaches. For example, Tom said that 11-12 trees at his house are producing apples, and he'd be happy to donate them. Carolee volunteered to pick. Jim asked Tom if he would approach 2Towns Cider to find out if that company would be willing to donate apples as they did last fall. Tom will do so. Jim will research how "official" the committee (consisting of Tom, Carl, and Don) is, in hopes of learning if the decisions they reach are binding. The board expressed considerable enthusiasm for apple pressing.

Some confusion exists about the role of TMPS in the Hands-On Days in Brownsville on Aug. 25. The board hopes that representatives of the Mill will be permitted to show up that day with the quern. Tom will find out. Facebook presence-Ron reported that the old FB page is "sort of" built. Don thinks he needs to use it in order to produce an updated version. Amanda xxx, a woman who accompanied kids on a school field trip, offered to develop a FB page for the Mill, but she would charge to do so. The board agreed that posting our own page would cost less. Amanda also inquired about bringing a church youth group to a cider-pressing event. Tom suggested that they arrive at the Mill an hour early on one of the days already scheduled for cider pressing. Less work associated with clean up. Jim will contact that group and issue an invitation.

New business: Ron brought up the issue of insurance for directors/officers. He spoke to an agent, who sent him nine pages to complete. Ron wants to have it done before the first cider-pressing. The annual premium is in the range of \$1800, though it could be less for TMPS. Most of the costs are associated with employees, of which there are none. Ron had consulted other sources of information about how non-profit organizations can protect themselves. He will write a privacy policy. Ron also distributed copies of the Guide to Nonprofit Service in Oregon for board members to read. He's detected "a couple of things we can do better at." The matter can be discussed when more board members are present.

Carolee mentioned how interested visitors are in a gift shop. She also told the board about a stencil print that has found its way to the Mill which she thinks may prove to be helpful in raising money. Jim will follow up with Katy Krupp, owner of a Corvallis graphic design company. The image Carolee referred to needs to be transferred to paper so that it can be sold. Gateway Printing in Lebanon has produced the cards referred to at the beginning of the meeting.

Tom: An Eagle Scout wants to do his final project at the Mill. He'll recruit workers and then replace fencing and also do work in the orchard.

Construction of new host sites and water lines is fully underway.

Just recently, Tom has detected leaks in the Millrace levy and under the Mill. He has found sources of both leaks. New seasonal employee -Thonni will work for five months.

After a couple of years, all the positions immediately above Tom's have been filled. Tom hopes to meet the people he's not already become acquainted with so that he can promote the partnership opportunities between TMPS and OPRD.

Jim announced that the next board meeting will take place on Aug. 28 at 6 p.m.

Meeting adjourned at 7:10 p.m. All present were pleased with the efficiency they'd demonstrated.

Nancye Ballard
Substitute scribe