

NOVAWE BOARD MEETING –Draft Minutes

Meeting by Zoom Conference Call

Board of Directors: Sarah Drew, Laura Guillaudeu, Biddie Lowry, Stephanie Jennings, Nancy Wilochka

Dec 13, 2021 / 7:00 pm

Welcome

Old Business

1. **Motion by Biddie to approve minutes from Nov 15, 2021 meeting. Motion approved**
2. Approval by Board by email on 12-6-2021 to pay Fairfax County Park Authority \$430 (including \$75 security deposit) for rental of the classroom at Frying Pan.
3. Update on Action List from Biddie
 - a. Bylaws have been updated. **Motion by Biddie to approve NOVAWE Bylaws, V5. Motion passed after brief discussion for footwear language.**
 - b. Payments made to Smug Mug & USAWE (for AO)
 - c. Event Committee met and decided on dates for events in 2022. Aug 7th date not available at FPPF. New date will be Sunday, Aug 14th.
 - d. 2022 NOVAWE Release Form is now on website.
4. Update on Action List from Laura
 - a. AO Monthly Report- was this emailed to RD6? **Laura will send out tonight.**
5. Update on Action List from Nancy
 - a. **Doreen Contract was emailed on 12/12/21.**
6. Still need a photo and short bio from Stephanie for novawe.org website. **Stephanie will send**

New Business

- I. **President Report – Biddie**
 - a. Using Drobox and Table of Contents (share screen) **We are still using google Drive for anything we use the Google Form for, plus the membership Excel matrix.**
 - b. Perpetual Trophy from Kim Ellis will be postponed to the 2022 competition year. Kim also volunteered to keep up with the show results database and come up with an application form for the award.
- II. **Membership Report -Laura**

- a. Current Stats 32 members renewed, one social, one family, 6 business members renewed to date. Members will come off the rolls as of Jan 1 2022. Discussion on possibly making memberships for longer terms like 2 or 3 years.

III. Treasurer Report – Biddie

- a. Financial Summary
 - i. Cash on Hand is \$7945.68. All checks & cards have cleared.
 - ii. Upcoming expenses (prizes & catering) for Jan Member Mtg is about \$880.

Accounting software: Biddie found that Zipbooks has a starter plan which is free, Money Minder also has a free version

IV. Secretary Report – Nancy

V. Events Report – Biddie

- a. January Member Meeting report
 - i. Planning Committee met and assigned actions
 - ii. Date: Jan 22, 2022 in Classroom at Visitor’s Center from 12:30 – 2:30
 - iii. Google Form will be used for sign up and charge \$10/ticket. NOVAWE will pay the rest.

Laura contacted caterer, decorations and tablecloths will be picked up at party store. Stephanie ordered champion and reserve prizes, got a great price on two coolers, added price of embroider them, blanket bags too.

Biddie – will also have raffle tickets for a prize basket for meeting

VI. Any other business or concerns

Meeting Adjourned at 7:49.