

President's Report

November 13, 2016 Board of Director's Meeting
Saint Andrew's Society of Mid-Maryland, Inc.

SASMM 2016 Goals:

- 2016 Calendar of Events: A full calendar of Society-sponsored and society attended events.
- 2016 Budget for SASMM: Presented at January 2016 BOD meeting and accepted; 2017 budget will be drafted for November Board and AGM meetings
- Resolve remaining IRS issue (fines): **Still pending.**
- Finalize Audit 2015: Audit completes August 2016.
- Update SASMM Bylaws: Revised Bylaws drafted by Bylaws committee, approved by Board, and distributed for membership review and vote at November AGM.
- Outreach and partnership with other organizations: Outreach to Maryland Irish Festival, Friendly Sons of St. Patrick, Garrett County Celtic Festival, and effort to further formalize partnerships with Frederick Scottish Pipes and Drums and Frederick Scottish Country Dancers, and others.

Bylaws Revision: Bylaws approved by the Board were mailed to the members the week of 16 October for vote at the AGM on 1 November.

Audit: The Board needs to review the audit results to note errors of fact, supply any missing documents, and then create a plan to address the relevant issues (most are being addressed with Bylaws and GAP. Pending: Marianne will work with Denise on this once the recent records are available and can be reviewed.

Officer Job Descriptions: These should follow the revision of the Bylaws where details were removed to allow flexibility.

Election of 2017 Officers: The Board approved the ballot which was mailed to the Society's members the week of 16 October. Election Committee will tally and announce the new officers at the AGM.

Letters to the Frederick Scottish Pipes and Drums and Frederick Scottish Country Dancers. A letter has been sent to the Pipe Major requesting confirmation of the pipers at Hogmanay and Burns Supper. Attempts to contact the Pipe Major and pipers are difficult; therefore a traceable letter was sent. The letter also outlined a proposed partnership and expectations for donations for future events. A similar letter will be sent to the dancers.

SASMM Events (This content will transfer to Events Coordinator for Reporting) :

- Maryland Irish Festival, November 11 – 13, Maryland State Fair Grounds, Timonium, MD

Coordinator: TBD SASMM has reciprocity with the Maryland Irish Festival for booth space. This will be our third year. Confirmed for 10 tickets and volunteers are lined up.

- AGM-St. Andrew's Dinner: November 19, Woodsboro Fire Department Hall. Coordinator: Marianne Plans include a keynote speaker and a different local band.

Note: This is the same date as the SAS Washington, DC Tartan Ball.

- Scottish Christmas Walk, December 3, Alexandria, VA Coordinator: TBD Only a few SASMM members have participated over the past few years, but this is a great opportunity for marketing the Society and the festival; historically the focus was the festival. Registered on October 10; cost of \$75. Sent information to Dawn and Denise.
- Kris Kringle Parade December 9, Downtown Frederick, 6pm Application accepted (\$10 cost). Invited to pipers and dancers to join us.
- Lads and Lassies Libation Event: December 16 Coordinator: MaryAnn Ferguson
- Hogmanay: December 31, UFVD Coordinators: Dawn and Chris Spruill. Planning is underway.
- Burns Nicht Supper: February 25, 2017 at the UVFD Hall. Coordinator: Marianne

Outstanding Items from Prior Treasurer (*Items needing further action are in Italics*)

1. Federal Tax for 2013 and Response to IRS; Penalty issues
Need further thought on how to handle.
2. Copy of “Exemption application and supporting documents from 2003 IRS letter
Have “Articles of Incorporation” and supporting documents on UBS drive provided; will add to official binder.
3. Festival Account Status: Electronic Access: Overcome by events. The Society’s four different accounts being consolidated and transferred to another bank. Electronic access will be set up.
4. Follow-up on uncashed checks: Denise is handling as she reviews the Society’s financial records.
5. Donation Letters to Individuals Who Donated Items to SASMM. Marianne provided list of Burns Supper Donations to Denise who will handle sending out the letters. Marianne is updating the donation letter.
6. Names and types of past SASMM grant or scholarships
Found as much source documentation as exists for the following past grants and scholarship to:
 - Caitlin Wiggington: Check #992 (year?) to Joe Wiggington for Caitlin to attend Balmoral Piping and Drumming Class (\$500). No SASMM Letter
 - Coby England: Check #1308, October 22, 2005, scholarship (\$225) No SASMM Letter
 - Caitlin McLean: Check #1300, June 4, 2009 (Dance scholarships) (\$500). Letter found.
 - Calvert County Pipes and Drums (Chris Buffalini): Check #1301, October 30, 2010 and letter (\$500)
 - Alex Douwes: June 26, 2010 letter noting that the Society had not yet made a decision and a decision was forthcoming. No final decision letter found; no record of payment found.
 - Scott Morrison: June 26, 2010 letter noting that the Society had not yet made a decision and a decision was forthcoming. No final decision letter found; no record of payment found.
 - Colin Simpleton: No records found.
 - Large grant to Davidson School of Dance: Check found, but no other records.

7. Provide copy of letter to PNC Bank granting signature authority. No longer needed. Signature authorities being updated.

8. Provide copy of SASMM 2016 Personal Property Tax Form. On USB drive.

9. Follow-up on Clans item from Festival: Verify payment (or not) on McDougal, Lindsay (original check not received), and Campbell (Money order not received, but cashed). Still unresolved; moot point and not worth pursuing further.

10. Copy of Exempt Organization Fund Raising Notice for 2016. On USB drive.

11. Copy of the Nymeo (\$150.00) donation letter. Confirmed December 17, 2015 letter from Nymeo with the \$150 check attached is a donation.

12. Provide separate itemized accounting report for Burns 2016 and comparison report for 2013, 2014, 2015, and 2016.

Plan: During planning for 2017, will course correct the 2016 items.

Marianne M. Elliott

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President

November 6, 2016