

## President's Report

September 25, 2016 Board of Director's Meeting  
Saint Andrew's Society of Mid-Maryland, Inc.

### SASMM 2016 Goals: August Updates (in bold)

- 2016 Calendar of Events: **All dates for remainder of 2016 confirmed; coordination pending.**
- 2016 Budget for SASMM: Presented at January 2016 BOD meeting and accepted; 2017 budget will be drafted for November BOD and AGM meetings
- Resolve remaining IRS issue (fines): **Still pending**
- Finalize Audit 2015: **Audit complete. Summary provided.**
- Update SASMM Bylaws: **Audit will likely provide some feedback and recommendations. Overall process is underway.**
- Outreach and partnership with other organizations: Outreach to Maryland Irish Festival, Friendly Sons of St. Patrick, Garrett County Celtic Festival, etc. **Sent proposal to MD Irish; contacted VSGA etc.**

Resignation of Treasurer and Appointment of New Treasurer Charly MacFarland submitted his resignation letter to the Board on 9 September 2016.

Based on the current SASMM Bylaws Article VI, Section 2, "The President shall, in the event of the incapacity or extended absence of any other Officer or Director for any reason or cause, have the power to appoint another Member in Good Standing in place of the Officer so absented or indisposed subject to Confirmation of the appointment by majority vote of the Board of Directors."

I request that the Board confirm the appointment of Denise Sayers as the SASMM Treasurer. Denise has served as the festival treasurer for the past year and has experience in the banking and business fields. The extensive festival treasurer's duties were handled efficiently and accurately.

Treasurer's Report There was no report in August and there will be no report for this meeting. On 18 September he started the transfer of treasurer documents to the President. This is not yet fully completed; however the checkbook and its register was transferred. A quick review confirmed an error that was questioned earlier this year. At the March 2016 meeting the Board voted to donate \$200 to the Urbana Volunteer Fire Department for their extra efforts over the years. The records show that a check for \$300 (#1995 dated March 18, 2016) was written instead. Other unresolved issues listed in the agenda will be reviewed by the President and the newly-appointed Treasurer and corrections made as needed.

Bylaws Revision: In progress; draft will be updated after meeting with CPA for recommendations then distribute to the sub-committee (Marty Munroe, Ralph Wallace, John Avery, and Marianne). Targeting the October Board meeting for review and then distribution to the membership with notice of the AGM.

Audit: Jeff Bryan of Bryan Financials completed the audit. The Summary, Checklist list, and binder of supporting documents was provided to the BOD with the August agenda. 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. Marianne will work with the new Treasurer on this.

FY2015-2016 Federal Tax Submission: The Board agreed that an individual with financial and tax preparation background complete the federal and state tax reports for this year. Due to the timing of the turnover of the new Treasurer and the work involved, I request that Chris Spruill be asked to do this.

Election of Officers: The Election Committee is composed of Mary Ann Ferguson (Chair), Wayne Young, and Rich Minnis. A request for nominations was sent to the membership on 6 September with a deadline of 20 September. The Board will have the ballot for review by the October meeting after which the ballots will be distributed and returned to the Election Committee for tally and announcement at the AGM.

*Note: While this process is not exactly as prescribed in the outdated and being revised Bylaws, this process has been the Society's practice for at least the past five years.*

SASMM Distinguished Service Award(s) (DSA): The process for requesting nominations for the DSA will begin at the end of September and follow the Board-approved policy. The email, the review guidelines and tally sheet are drafted and provided to the Vice President. The DSA(s) will be awarded at the AGM.

SASMM Events Coordinator: Dawn Spruill is off and running coordinating events.

Flower of the Forest – Ron Burns Dad and Rose Van Camp's son passed. President sent cards on behalf of Society and these will be part of the AGM and festival ceremony. The Society has historically provided a remembrance to the family of members.

Website Disclaimer The Society website includes link to various other organizations and events; the festival website includes links to the vendors and sponsor websites. There was a request from a non-member who has a local business (makes shortbread) who wants to have a link on our website. She was told if she was a member that would allow her to include her website on ours. Suggest we have a disclaimer on both websites that listing any links is not an endorsement of products or service; just there for information.

Confirm Membership Dues for 2016-2017: The Bylaws, Article III, Section II.A state "The Board of Directors shall establish the annual dues for the upcoming year before each Annual General Meeting. Any change in Dues will be announced there and then and shall take effect the following Membership Year."

Request that the Board affirm, for the record, that dues will remain at \$40 for Family; \$25 for Individual, and \$15 for Affiliate.

Storage Unit After the May festival we rented a storage unit for the ever-increasing 'stuff' needed to support the Society's events and the festival. It was not the ideal location, but the only available unit. There is now have a unit that is closer and most importantly, less costly. Transfer and inventory of the items (as required for a NFP) will be on 24 September.

Handling Documentation of Sensitive Issues With the recent resignation of the Treasurer there have been some emails from Society members that reflect their feelings, if not the facts of the situation. There was a question about maintaining documentation of these emails and how to do so. I would recommend

that these emails, which are about Society business and acts that affect the Society, be printed and stored with the Society's official records as well as saved electronically.

SASMM Annual Report Many non-profits provide an Annual Report to the public. There are not records that reflect that SASMM has never done this. As SASMM has continued to grow (financially, membership, and events) and to continue to support transparency, I recommend that we consider publishing an Annual Report. That said, I will volunteer to prepare one for the 2016 calendar year for the Board's review.

SASMM Events:

- Virginia Scottish Games, September 3, The Plains, VA Coordinator: Marianne. Four SASMM members hosted the traveling tent; other SASMM members participated in their Clan tents.
- In the Street. Sept 10, Frederick Coordinator: Dawn Spruill Ten SASM members supporting the tent; best ever turn out.
- Fall Kirkin: September 18, Brunswick Episcopal Church Coordinator: Cindy Wolfe A dozen member plus the Frederick Pipes and Drums attended
- Ligonier Highland Festival, September 24th Ligonier, PA This would be a new 2016 event for SASMM; however there is pressing need to move the Storage Unit contents on this day
- 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.
- AGM-St. Andrew's Dinner: November 19, Location now 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 festival.
- Lads and Lassies Libation Event: December 16 Coordinator: MaryAnn Ferguson
- Hogmanay: December 31, UFVD Coordinators: Dawn and Chris Spruill. Planning is underway.

Mid-Maryland Celtic Festival: Festival Launch meeting held September 18. Meeting presentation shared with all SASMM members.

*Marianne M. Elliott*

Marianne M. Elliott  
President  
September 20, 2016