

Saint Andrew's Society of Mid-Maryland, Inc.

Board of Director's Meeting Minutes

January 10, 2015 from 2pm

Elliot's residence, Urbana, Maryland

Call to Order: The regular meeting of the SASMM BOD was held in the Elliott's residence, Urbana, Maryland at 2:08pm on 10 January, 2016. Members received an agenda via email on January 2, 2016.

Present: Marianne Elliott, Barbara Collins, Charly McFarland, Chris Spruill, John Avery (Guest)

Excused: Marty Munroe

A quorum was present.

Officer's Reports:

President: See attached report.

The relationship of the Society and both the Frederick Scottish Country Dancers (FSCD) and the Frederick Pipers and Drums (FP&D) with regard to payment for their services at SASMM events was discussed. It was agreed that each engagement with these groups for SASMM sponsored events needs to be negotiated, agreed upon, and documented before the event; some events will require payment (amount to be determined) and some may not. For example: flat fees, donation jars, and/or splits.

Marianne requested that it be decided by consensus, that on a case by case basis the BOD votes to offer to provide and pay for a piper for member's memorial services. Otherwise the cost is to be borne by the deceased's family. The Society can offer to help arrange the services of a piper.

Payment for services for the Society needs to be negotiated, agreed upon, and in writing (email is acceptable). Anyone or any group requesting payment from the Society should provide written request for payment stating the agreed upon amount. For the record: the Frederick Pipes and Drums were paid \$50 for a performance at Hogmanay without prior agreement on payment or the amount; a donation jar was agreed upon in advance.

It was moved that the Scottish Country Dancers be paid in arrears for 2012, 2013 and 2014 the agreed upon amount of \$50 for each performance. Charly seconded and the motion passed.

Secretary:

The minutes of the November 8, 2015 meeting of the SASMM BOD were distributed prior to the meeting. The phrase debit/credit is to be changed to debit. Marianne motioned to accept the report as amended. Charley seconded. Chris abstained. The motion passed.

Treasurer:

We shall renew our membership in COSCA. Charly has not heard back from the IRS concerning possible fines. Marianne will put on the website a form to acknowledge a donation to the Society. See the attached treasurer's report. The treasurer's report was distributed at the meeting and accepted.

Membership Secretary:

Chris will update the trifold which is sent to new members. He will have an updated overall report by the next meeting.

Web Master: Bill has submitted a photograph of our Wounded Warriors participation at the Festival to the Sport Kilt website contest.

Old Business:

1. Bylaws: See President's report for update.
2. Audit: John reported that Jeffery Bryan is 85% through the documentation of the audit.

3. SASMM Historical and Business Documents: There are BOD meeting minutes for 2011, 2012, 2013, 2014, and 2015. The minutes for 2011, 2012, and 2013 are hard copies in the Secretary's binder and need to be scanned. Minutes for 2014, 2015, and 2016 are available in both hard copy and electronic versions.

Currently BOD does not have complete documents for the Frederick Celtic Festival documents (meeting notes, financials, background, contracts, etc.) for 2012, 2013, and 2014. There are some documents for 2015; however many are not available. The records for 2016 are being centrally maintained and shared amongst the festival leadership team.

New Business:

1. and 2. FSCD and FP&D Relationship: Discussed above.
3. Officer Job Descriptions': Need to develop and attach to general Bylaws so new officer are award of expectation.
4. Proposed SASMM Distinguished Service Award. BOD discussed and approved the award by consensus
5. Budget: Marianne requested feedback about the budget items. See President's report for details about budget history and moving forward.
6. 2016 Goals for SASMM: See President's Report.

SASMM Events: See President's Report.

Adjournment: The meeting was adjourned at 3:40pm.

Next Meeting: Sunday, February 21 at the Elliott's residence.

Prepared by:

Barbara Collins, Secretary

Signed by: *Marianne M. Elliott*

Date Approved: February 21, 2016