

**Saint Andrew's Society of Mid-Maryland, Inc.**  
Board of Director's Meeting Minutes  
November 13, 2016  
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 2:08 pm on 13 November, 2016. Members received an agenda and minutes via e-mail on November 6, 2016.

Present: President, Marianne Elliott; Vice President, Marty Munroe; Recording Secretary, Barbara Collins; Membership Secretary, Chris Spruill.

Excused: Treasurer, Denise Sayer

Web master Bill Elliott did not attend; just provided an update

A quorum was present.

**Officer's Reports:**

**President:** See the attached president's report. Yearly goals were met except the IRS issue is not resolved. The Society had responded to the IRS, but there has been no further correspondence.

**Vice President:** Marty announced that Cindy Wolfe was selected by the committee to be the recipient of the Society's inaugural Distinguished Service Award. The Board approved the selection and discussed some options for mementoes to honor her. Marianne will handle.

**Secretary:** The minutes of the October 13, 2016 meeting of the SASMM Board were distributed prior to the meeting. The minutes were accepted.

**Treasurer:** Denise sent in the treasurer's report. See attached. All items listed in the President's report in the section labeled "Outstanding Items from the Prior Treasurer" have been either completed or are in the process of completion.

**Membership Secretary:** See attached report. Chris asked if we should contact past members who have not renewed their membership. Two attempts at contact have already been made for all members. Those who have not paid to renew membership will be dropped from the membership list when Chris passes on the list at the end of his term. The list to be distributed at the AGM will contain paid members only.

**Old Business**

1. Bylaws: The revised Bylaws were mailed to Society members along with a letter about the AGM and the election ballot. The membership will vote on them at the AGM on November 19<sup>th</sup>.

2. Audit: Marianne and Denise will continue to work on this to note errors of facts, supply missing documents, and address the remaining items; some of which have already been addressed.

3. Officer Job Descriptions: See President's Report.

4. Election of 2017 Officers: Ballots have been mailed and the results of election will be announced at the AGM.

5. SASMM Distinguished Service Award. As noted above.

6. Hogmanay: Chris read the Hogmanay committee's proposed income and expenses; an email was later received to document what was read aloud (see attached email). The Board concurred with \$100 donation to the Frederick Scottish Country Dancers. The Board had previously approved payment of \$100 or donation jar, but not both, for the Frederick Pipes and Drums and sent a traceable letter to the Pipe Major concerning the pipers supporting Society events.

7. Society Connection with Other Organizations: See President's report. Barbara volunteered to contact Valerie and Vivian to understand the process and get a list of who receives Christmas cards, etc.

## **New Business:**

1. 2017 Budget Draft: See attached report for the draft budget for the Society which will be distributed at the AGM. The Burns Supper budget was submitted separately and rolled in to the Society budget. An update to the Burns budget is that the Frederick Scottish Country Dancers who have made the programs for many years requested to be reimbursed for the printing. Still awaiting transfer of additional financial records from the prior Treasurer.

2. Letters to the Frederick Pipes and Drums (FP&D) and Frederick Scottish Country Dancers (FSCD): There has been no response (mail, phone, or email) to the letter to the Piper Major, FP&D. The Board agreed that given the need to confirm whether the pipers will play at Hogmanay, another letter will be sent giving a response deadline (November 20); if there is no response the Society will look for other options. The letter to the FSCD is pending.

3. State of Maryland Fundraising Notice: The report is due by the end of December; Denise will handle.

4. Celtic Festival Report: The draft Celtic Festival budget with projected income and expenses was submitted (see attached). A proposal to engage the services of an individual to handle sponsorships on a commission basis was reviewed and approved with one change; 10% for returning sponsors (see attached proposal).

5. Request for Grant: The Board reviewed and approved a grant request for Samantha Grimes for a year's tuition for Scottish Country Dancing lessons.

6. Request for Parade Expense: The Board agreed with passing out beads (Mardi Gras type beads) instead of candy at the Kris Kringle parade and authorized the purchase.

## **SASMM Activities**

### Past Events: Reports and Information

1. Central Virginia Celtic Festival & Games, October 19th-20th Richmond Raceway Complex, VA (For info only). Several SASMM Members attended.

2. Maryland Irish Festival, November 11 – 13, Maryland State Fair Grounds, Timonium, MD. Twelve Society members hosted the SASMM booth.

### Upcoming Events

1. AGM-St. Andrew's Dinner: November 19, Woodsboro Fire Department Hall.

2. Scottish Christmas Walk, December 3, Alexandria, VA Completed registration (\$75)

3. NEW! Kris Kringle Parade, December 9, Frederick, MD, Application submitted (\$10)

4. Lads and Lassies Libation Event: December 16, Coordinator: MaryAnn Ferguson

5. Hogmanay: December 31, UVFD Coordinators: Dawn Spruill, Margaret Hallaren, Jackie Parker.

6. Burns Supper, February 25, 2017, UVFD Coordinator: Marianne

**Adjournment:** The meeting was adjourned at 3:06 pm.

**Next Meeting:** Will be held at the Elliott's residence on December 11, 2016. The first 30 minutes will be devoted to the current Board wrapping up remaining business and the last 30 minutes will be devoted to turnover to the newly elected Board.

Prepared by:

Barbara Collins, Secretary

Signed by: *Marianne M. Elliott*

Date Approved: December 11, 2016