



**Board of Directors Meeting
September 18, 2017 (Mon)
07:30 pm – 09:30 pm (EST)**

**Members present: Ken Clark, President, Joe Crocco, Vice-President, Holly Jacobs
Treasurer, Kara McElroy Secretary, Lynn Edens, Jay Russell.**

Members absent: Leslie Jorritsma

I. Meeting Open: (Ken)

- Welcome & Call to Order
- Discuss & Accept August 2017 Empire Minutes by Holly, seconded by Joe, all in favor 6, opposed 0.
- Review and approve agenda for September 2017:

II. Treasures Report: (Holly)

- Bank Balance: 136,531.33
- Outstanding debt:
- Upcoming debt:
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- Actions: Holly will do insurance liability certificate for the fairgrounds.
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- Ideas for Holly replacement?
 - Holly write up Treasurer yearly process as starting point for new person.
 - How is the treasurers process coming?
- Tax Preparation – Anything we need to do before the end of the year in regards to tax prep?

III. Standing Committees Reports:

- General: (Ken)
 - August 2017 Action Item Review
- Marketing: (Ken)
 - Website Updates:
 - Ken will keep on fairgrounds heat and about leaks
 - Other communication ideas?
 - Other Festivals, Farm days, etc.?
 - Discussion of American Legion hall by Ken to be used for seminars this winter. Arturo has volunteered to do a seminar on shearing/ demo before shearings.
- Show: (Joe)
 - Review and Discussion:
 - Start 2017 Show discussion
 - Registrations?
 - Friday Night Dinner – Embassy Suites
 - Show Program to be created by Suzanne.
 - Live Auction (Lynn):



- Brett K is onboard for Auction and Sat Seminar.
- Have signed contract with West Penn
- Vendor assigned for Show. “Wrap it Up”
 - Joe and Ken met with owner on 9/17 and discussed the needs for the show.
- Placing Yarn Booth with member store. In addition, place youth groups in fiber area for continuity. Requested by Cindy.
- New ideas for vendors?
- Sustainability: (Lynn)
 - Update:
 - New Items:
 - What do we want to do for 2017?
 - Actions:
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- Fiber: (Leslie)
 - Update:
 - New Items:
 - How much fiber are we short to get needed inventory made?
 - Actions:
- Education & Youth: (Jay)
 - Update:
 - New Items:
 - 2018 Ideas:
 - Arturo offered to run a shearing preparation class.
 - Ken can reserve American Legion for potentially an early March seminar. No cost to Empire for Legion.

IV. Special Committees Reports: (Ken or Responsible Bd. Member)

- Election Committee:
 - Two positions open – Holly, Kara
 - Candidates are: Kara, Holly, Chuck Gerber, Tim Pence
 - Timeline is:
 - **** We need to send an eblast to membership letting them know that the date on the ballot is incorrect. The date on the cover letter is, 10/06 for last accepted mail date.**
 - At least 4 Candidate Names by August 12th
 - Candidate Bios in to Chair by August 19th, to be forwarded to Secretary
 - Ballots went out Approx. 9/19
 - Last Mail Date accepted 10/06 (mailed to accountant)
 - Accountant sends results to me approx. 10/10 or earlier
 - Plan to have in person board mtg. prior to Extravaganza to meet new directors and also vote on next year’s officers so we can announce them at the Extravaganza. Just as we did last year.



- Leslie to send out email blast to remind folks that ballots are due 10/6.

V. Meeting Close (Ken)