

# Friends of Crowell Hilaka Special Meeting Sunday, January 25<sup>th</sup>, 2015

Hosted by Pat and Sandy Norris at their home

Present: Pat Boczar, Lynn Richardson, Rob Richardson, Corey Ringle, Beth Sanderson, Barb Starr, Jenny Austin, Rachel Oppenheimer and Sarah Spiegler  
Quorum is met. Also attending as guests: Chris Nazier and Dick Johnson (non-voting)

## Cost of Membership:

- Motion made by Lynn:
- Membership will be \$20.00
- Richfield Residents \$10.00
- Swag to be announced later.
- Beth seconded. Motion **PASSED**

## Richfield Historical Society Business Membership

- Motion made by Corey:
- Foch will pay the \$100.00 dollars fee to join
- Lynn seconded. Motion **PASSED**

## Review of FoCH forms

- Board Members Roster-keep separate
- Also have a roster of keeping track of Board voting
- Monthly Meeting Agenda-Add approval of Minutes. Add report from Communications Committee
- T-Shirt Order Forms-Add prices may change Add: Special order upon request.
- Flyer template-Add mission statement
- Fundraising form-Need signature lines-Treasurer keeps forms Pat Boczar offered to design a packet to be used for fundraisers
- Sign in forms-add a note to print e-mail clearly.

**The following change to our bylaws to be voted on by the members. The Board Recommends:**

## Number of Board Members

- Barb made the motion: Keep the minimum at five and change the maximum to fifteen.
- Corey seconded: **PASSED**



### **Qualifications for Board Membership:**

- Form a Board development Committee to handle parameters for qualifications and nominating candidates from the floor

### **Attendance requirements for Board Members.**

- Corey made the motion: If a Board member does not attend three meetings in a year AND the board member does not communicate to the President of FoCH that they will not be attending (No call No show policy) the procedure is as follows:
  - First missed-President will call
  - Second missed-Certified letter will be sent to the member's address as is listed on roster
  - Third missed-The Board member will be removed
  - Lynn seconded: **PASSED**

### **Temporary Committees: Individual Fundraisers/Programs/Projects (Tabled Until Next Meeting)**

**FoCH Board and Advisory Committee to review prior to Sunday, February 22nd Board Meeting. Suggested changes for February's Annual Membership Meeting. Send via February's Mail Chimp to give members an opportunity to develop**

### **ACTION ITEMS:**

- Create Merchandising Committee to research marketing tool
- Notify membership and update website to reflect 2015 membership price
- Issue check to Richfield Historical Society for \$100 for Corporate
- Continue to develop protocol and issue at Tuesday, February 9th

### **Discussion prior to meeting:**

- Corey will update Foch Forms
- Pat will assemble a Fundraising Packet

**Next Meeting: Tuesday, February 9th at 7:00pm at Richfield Historical Society  
Next Board Meeting: Sunday, February 22nd at 1:00pm at Brecksville Library  
Conference/Community Room**

