

Howard County Beekeepers Association Board of Directors
Meeting Minutes 8 May 2019
Olive Garden 7061 Arundel Mills Circle, Hanover MD 21076

Meeting started at 7pm by Dave Dobbs

Expected Attendees:

- Dave Dobbs, President
- David Schultz, Vice President
- Valerie Wampler, Treasurer
- Tina Glorioso, Secretary
- Gracelena Ignacio, Communications Editor
- Phillip Krista, Director
- Roger Frissora, Director

Apologies:

- Brenda Klaunberg, MSBA Representative
- Clif Darby, Past President
- Phil Serafinas, Discussion Board Moderator

I. Old Business

- a. **We choose not to participate** – this is not outreach. Dave proposed, Tina seconded. Unanimous agreement. **Item is CLOSED.** State Fair HCBA Day – As a club, we need to obtain more information on this annual event so we have more notice and can better solicit volunteers. 2019 President will take this action and report to the board.
- b. General Meeting speakers
 - i. **Dave S - Need to provide speaker info at least a month prior so communications can be set up.**
 1. **June:**
 2. **July:**
 3. **September:**
 4. **October:**
 5. **November – None; Dave D to do year’s highlights, thanks, etc. Pot Luck and Bee Market**
 - ii. **ITEM AGREED and CLOSED** To plan the meetings better, because members are planning to attend based on the topics to be discussed, a suggested **‘standard agenda’** to start the meeting at 7 and end at 9:
 1. Welcome, Club business updates, outreach, etc. (15 mins)
 2. Colony care info / what you should be seeing for time of year and Q&A (30 mins)
 3. Short presentation or demo IF main speaker is less than 60 minutes
 4. Break – 10 - 15 mins depending on timing; items 1-4 should be no more than 55 mins in total
 5. “Main Event” presentation (60 mins)
 6. Thanks to speaker, wrap up, reminders and meeting close 5 mins
- c. Gracelena to propose process for posting items to site and FB – **ITEM COMPLETED and CLOSED**

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- i. BOD wants all postings to be approved by Gracelena or someone else before posting Tina to add Logo information; send to Gracelena who will share with Gene.
 - a. In Style guide as procedure. Always need a two-person check. (and to avoid lawsuits and copyright infringement) Gracelena to resurrect the planning workbook for the Google Drive. Gene will enter items he finds to post, and Gracelena will 'approve'. Gracelena will also indicate the date to post on the site.
 - 2. All our communications need a Style guide and we should have a website operating manual. Gracelena COMPLETED
 - d. Website Committee update (Tina and Gracelena)
 - e. BOD: We need help writing the content for sections as we finalize the page designs. Most have been received; items still due are:
 - 1. Dave D.: Member Benefits
 - 2. David S.: What is a Swarm; What Is It? (Bee, Wasp, Hornet identification page)
 - f. Valerie will help to a spreadsheet of current out yards, status, etc.
 - g. Roger to contact Elioak Farms (Marcia) to see if they want to request an observation hive or bee display for any upcoming weekend events. A calendar of events they would like HCBA to attend would be helpful for 2019.
 - h. Status Update on Clif Past President gift: Valerie: engraved hive tool, card, etc.
 - i. Status Update: Tina on draft 'proclamation' for announcement at next General meeting that Tom is able to attend.
- II. New Business
- a. Continuing Education class: need a charter for the continuing ed class and the extension of the class. Dave to draft; Tina to assist.
 - b. Website update - Tina
 - c. Web policy – members only get benefit of offering or seeing offers.
 - d. Bee Market scheduling – November at pot luck; April in 2020; June in 2019
 - e. 2019 Fall Seminar Date 1st Sat in November – Room reserved with Robinson. Tina to update flyer.
 - f. 2020 Beginner Beekeeping Course dates Dave has called Vaughn. Wednesday nights again. 19th Feb 26, March 4, 11, 18, 25th. Then Tina to make flyer
 - g. David S: Summer Picnic (Dave to pull the checklist and give to David) on google drive. 27 July. Farm Heritage site or Mckeldin area of park. Covered area. John K. will bring BBQ if asked. Club provides hot dogs, hamburgers, buns, utensils, paperware, etc. Pot luck for sides and desserts.
 - h. HOCO Fair – Dave D to ask Alice to learn whether Clif is intends to do honey consignment. No action at this time.
 - i. Tina to get brochures, flyers, stickers, banner, etc. and give to Alice/Danielle

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- i. 2019 Beginning Beekeeper Course
 - i. Valerie to provide full budget review
 - ii. Tina review Survey Results
 - iii. Dave to find out what other clubs charge
- j. Meeting closed by Dave Dobbs at 8:50 PM

Items for next BOD Meeting: Currently scheduled for 26 June 7PM, location TBD:

- I. BOD Report Out:
 - a. President
 - b. Vice President
 - i. General Meeting Speakers (July, Sept, October)
 - c. Treasurer
 - d. Communications
 - e. Secretary
 - f. Outyard
 - g. A/V
 - h. Discussion Group
- II. Old Business:
 - a. Summer Picnic date, venue, plan (David S.)
 - b. 2019 Beginning Beekeeper Course expense and intake review (Valerie)
 - c. 2020 Beginning Course dates, venue and cost discussion (Dave)
 - d. Continuing Education Charter draft (Dave)
 - e. Clarks Elioak schedule / possible outreach events (Roger)
 - f. Website update pages (Tina)
 - i. Member benefits page – Dave
 - ii. Identification and Swarm pages (David S.)
- III. New Business
 - a. Set Fall Seminar and 2020 course planning dates