

# **NRLHF CONFERENCE**    April 14, 2016    7:00 p.m.

Welcome

Roll call: NEPR Delegate	Jim Penland	Chairman - Present
NEPR Delegate	Jean Heschke	Co-Chairman - Present
ONW Delegate	Jerry Heister	(temp) - Present
	Andy Huey	Treasurer – Present arrived 28 min. into meeting
ONW Delegate	Henry Felder	
EPR Delegate	Melissa Adams	Present
EPR Delegate	John Hensley	Present
CoD Delegate	Daniel Cain	Present – arrived 16 min. into meeting
SEPR Delegate	Greg Bagshaw	Director Public Relations - Present
SEPR Delegate	Robert WoodyJ	Present – arrived 41 min. into meeting
	Jerry Middendorf	NMLRA Rep.
	Jim Fulmer	NMLRA Rep.
	Mark Adamik, Jr.	Parliamentarian - Present
	Dan Duhamel	Quartermaster - Present
	Beverly Heister	Business Office – Excused
	Karen Fuller	Temp. Recording Sec. – Present

IS THERE A QUORUM?    *(6 Delegates needed)*                      YES

Members discussed the fact that the October minutes were not yet approved. Mr. Bagshaw said that Ms. Johnson had made the suggested corrections and he had sent them out to members today. Mr. Bagshaw said the October minutes should be approved first. Mr. Bagshaw said the copy sent out included the recommended corrections. Mr. Bagshaw said there is a need to get the corrected minutes online to provide the information to public, particularly with posting that have been occurring on Facebook. Mr. Bagshaw requested if all received a copy of correspondence related to the postings. Mr. Bagshaw said the minutes received did contain the suggested amendments.

Motion by Ms. Adams to approve the October minutes; seconded by Ms. Heschke and unanimously adopted by voice vote of those present. MINUTES APPROVED.

Approval of the “Minutes” of the last Meeting (December 13, 2015)

Mr. Penland said the Greg Bagshaw as the SEPR Delegate for 2016 and under Good of the Foundation should show Mr. Cain obtaining Port-a-Jons.

Mr. Bagshaw said on the fourth page should be corrected that the members present should include the Public Relations Director as well.

Dan Cain arrived at this time.

Mr. Penland agreed with the suggested amendment. Mr. Bagshaw said this will prevent a difficulty in the future in the event the position is not also a delegate.

Mr. Bagshaw made a motion to accept the minutes as amended, seconded by Mr. Hensley. A voice vote on the motion was unanimous. MINUTES APPROVED.

Treasurer Report            Change over / Bank Accounts / Taxes – Andy/Jerry

Mr. Heister reported the Boosway Buck account has a \$4 discrepancy between the bank and his records; there is \$4,490 on hand, \$15,661.27 in the account. That gives roughly the \$20,000 balance it should be.

Mr. Heister spoke of the checking account and noted he spoke to Mr. Huey and is looking forward to his taking over the position of Treasurer. Currently he is showing a discrepancy between what he believes is the balance and what the bank is showing. The bank is showing more than he has in his records. The bank is indicating there is \$20,832.40 in the account. His records \$13,850, which is almost a \$6,000 discrepancy which he is reviewing to find.

Mr. Hensley made a motion to table the Treasurer's Report until the matter is reviewed to determine the difference in the bank and Foundation records. Seconded by Mr. Bagshaw and unanimously adopted by members present. MOTION CARRIED.

Mr. Heister asked if there are PNC banks in the area of the SEPR; it was noted the closest would be Erie PA. He noted the proximity would provide a close bank for the office and Mr. Huey to do the Foundation banking. He suggested people look online to determine the availability with the thought it may be worthwhile to transfer from Wells Fargo to the PNC bank. He suggested it may be beneficial in the transition of office.

Ms. Adams spoke of having used PNC and although it was difficult at first the end result was they were very good to work with. Mr. Penland said there is one within 1.5 hours of his location, and he has no difficulty traveling to the location. Mr. Heister suggested all members search to determine whether it would work with the Foundation. Mr. Bagshaw said it appears there are only ATM's in much of the areas of operation. Mr. Heister said the physical location of a branch is most important for the Treasurer and President.

Ms. Adams said the website may not be fully accurate.

Mr. Huey arrived at this time.

Mr. Huey was informed of the discussion taking place.

Mr. Adamik requested another roll call take place for people who have joined the meeting. A roll call took place [noted above].

Mr. Penland asked when the changeover of Treasurer would take place. Mr. Heister said if the Foundation changed to PNC bank it would not involve him setting up accounts and the transfer would easily be made. He plans on transferring records to Mr. Huey during the ONW. In the interim Mr. Heister could determine where the discrepancies are. It was noted to find out what any charges at PNC is it would be worthwhile. Mr. Heister said that currently Wells Fargo is charging \$20/month due the balance being under \$25,000 during the month. There is a requirement of maintaining an average of \$25,000 or the charge occurs. Ms. Adams asked why a non-profit is being charged. Mr. Heister has made that inquiry but has not yet received an answer.

Mr. Huey spoke of his being able to work with Mr. Heister and Mr. Penland to make the necessary changes to transfer the position.

MOVED by Mr. Bagshaw, seconded by Mr. Heister and unanimously adopted by voice vote of those present, to work on changing the accounts as necessary to PNC Bank from Wells Fargo and report at the next meeting of the outcome and decide whether to transfer funds to PNC Bank. MOTION APPROVED.

Mr. Bagshaw inquired what is the total funds that has been distributed to events. Mr. Heister reported that at this time checks have been written not showing in the statement total approximately \$3,800. There is approximately \$3,100 incoming that is not showing as well. The outstanding withdrawals and deposits are close to offsetting each other. He said \$16,400 bringing the difference down to about \$4,000. As of March 31<sup>st</sup> he had a \$2,000 difference. He needs to determine the discrepancy. For events to date NEPR got \$1500 start up, got second \$1500, so they got \$3,000. Also got the land contract \$1,000. The Eastern got \$1,500 start-up money and got \$2,100 paid on their medallions, ONW got \$1,200; that's about it right now.

Mr. Woody arrived at this time. 40 minutes in.

Ms. Heschke said the NEPR also got their medallions paid too. Mr. Heister said ONW got \$1,500 and that is it for 2016. Mr. Heister said the NEPR got \$3,000 total and a \$1,000 for the land so that is \$4,000 total. A total went to the Henry Griswold farm and the other checks went to Jean Gambor, and that is all he has at this time.

Mr. Bagshaw said he is asking the questions because the December Treasurer's Report showed \$34,000 in the operating account and it is now April with \$20,000; a \$14,000 difference. That is what it he is questioning. Mr. Heister said it is just the difference and needs to show where the difference is. Mr. Heister questioned where Mr. Bagshaw was speaking and stated the last time there was over \$30,000 in the checking account was in February 2015. Mr. Heister stated he does not understand where the figure came from. [Jim, see attached recording that clearly shows what I put in was what was said.]

A discussion occurred during which Mr. Bagshaw verified the minutes as written. He said although the monies are showing correct between what is spent and brought in it is necessary to reflect properly what the financial status is of the Foundation.

Ms. Adams MOVED to have a monthly Treasurer's Report posted to assist in a clear understanding of the Foundation's expenses. Mr. Heister said that due to previous situations that have occurred he does not recommend to do so. He is concerned that it may be too difficult to do so. Ms. Adams believes it would be important to show good faith to participants. Mr. Huey was asked if it would be possible, he believed it may be. It was suggested to postpone until Mr. Huey had an opportunity to review all books. Ms. Adams withdrew her motion.

Mr. Penland said future agendas would include a discussion on posting a monthly report.

Ms. Heschke said medallions were purchased for the NEPR on March 28; Mr. Bagshaw asked to clarify how they were being paid.

A motion was made to reaffirm tabling the Treasurer's Report was made by Mr. Bagshaw, seconded by Mr. Heister, and unanimously adopted by voice vote by members present. MOTION CARRIED.

Mr. Bagshaw said that the NEPR received a check for the medallions.

Mr. Heister excused himself at this time.

Mr. Bagshaw reported Mr. Urquhart said he received the foundation check for \$1,378.70.

### **Quartermaster Report**

Mr. Duhammel said he has possession of the small trailer and all appears to be good for the contents. He has been working about meeting Mr. Felder for the ONW. The large trailer is still at the SEPR site and he is waiting until the end of the meeting to discuss the need to have an updated inventory and is at this time assuming all the equipment is in good order. He asked if delegates could let him know of their availability in June to inventory and inspect the trailer. He stressed without assistance he cannot complete this. If it cannot take place he will send necessary registration to its location and ship from there to Maine. Mr. Penland said he was at the SEPR and believes it to be in good condition and noted he is not able to assist with the inventory and inspection. Mr. Cain said he would be available to do so. Mr. Bagshaw said that although not entirely in order all equipment was loaded and viable and would require Mr. Penland and Ms. Heschke to make a determination of accepting the trailer as it is. Mr. Penland believed it could be accepted and sent to Maine. Discussion followed and it was determined it could be sent to Maine.

Mr. Woody said at some point an inventory should be made to enable ease of access of equipment.

Mr. Duhammel asked if Mr. Penland could ask to have the trailer inventoried upon arrival at Maine. Mr. Penland and Ms. Heschke said they will work to more clearly mark where equipment belongs.

Mr. Duhammel said the small trailer is requiring 3-D targets as they are showing wear. Mr. Penland said that issue will be addressed next year. Mr. Duhammel is trying to see if any company may be willing to donate to the Foundation.

Secretary Report – Karen (recording Sec.)

There was no report required.

Mr. Duhamel was excused at this time.

Reports on past and future Rendezvous – Delegate in Charge

CoD-16          Dan Cain          Toronto, OH          May 19-22          Booshway – Mark Rebres

Mr. Cain has spoken to MR. Rebres who has purchased three port-a-johns at \$100 each. This will reduce costs. Cleaning equipment/products have been purchased that will save cost since Mr. Rebres will be doing the cleaning himself. The only charge will be for the cleaning and a location has been secured for the cleaning has been secured. There has been one work party with another planned. There will be gravel brought in for road repair and a handicap port-a-john donation will be included for the event. Very good situation.

ONW-16          Jerry Heister (temp)          Hopkins,MI          June 24 – July 1          Booshway: Hank Felder

Mr. Penland said Mr. Felder reported things are going well. He made medallions himself with 600 made. He has things under control.

ONW-17          Henry Felder          Glencoe, KY          date?          Larry Elliot

Mr. Penland said they have not heard much; site has been moving around and it appears to be up on the hill.

NEPR16          Jean Heschke          Orrington, Maine          July 15-22          Booshway- Perley Urquhart

Ms. Heschke said all is under control and as of April 3 have 30 members registered, 11 non-members, 2 commercial and one blanket trader. It seems things are going well and waiting for the trailer.

NEPR 17          Jim Penland          Pawlet, VT          July 14-22          Booshway – Sarah Fisher

At this time Mr. Penland said there are some problems with water and ice and it is being worked on. It is similar to what has happened previously and the Booshway has been instructed to be certain the water is potable. Mr. Bagshaw suggested seeking assistance from Fire Departments.

EPR 16          John Hensley          \*\*\*Coopers Lake, PA          Sep 24 – Oct 1          Booshway Ed Stout

Mr. Hensley said he has had good reports from Mr. Stout. He spoke of a rumor of being on the hill, which he rectified. He strongly recommended people with questions call him. He is also seeking a better pricing on wood for the event.

EPR 17      Melissa Adams      East Smithfield, PA      Sep      Booshway – David Wells

Ms. Adams will be meeting with Mr. and Mrs. Wells to go over all and examine the site. Thus far all is well although they are seeking a clerk. Mr. Penland said it is a beautiful site and he has been contacted by the range officer. He said it is important to get the metal out of the woods prior to the event.

SEPR 16      Robert Woody      Yadkinville, NC      Oct. 21- 38      Booshway – Bleu Reavis

Mr. Bagshaw said that he is working with the site to educate individuals on what is required. Mr. Bagshaw said as a Foundation it is possible to seek another location and two landowners have expressed interest for future events. He will continue to determine how to handle the situation. All is worked out with landowners and there is a possibility of a permanent site, however, it unknown what the future will be. Mr. Woody said all events are voted on which makes it a difficult choice. Continued discussions are necessary. Mr. Bagshaw suggested everyone continue to think of what may happen and when the next meeting take place discuss the possibilities.

#### **Old Business;**

Treasurer bonded, how soon? Mr. Penland said this item would be postponed until Mr. Huey takes the position.

Rules and regulations for use of BB guns. Mr. Penland provided information stating it is posted. He recommends to take BB guns to sites and have the children involved.

Creating a permanent site at NC? This item was previously discussed and will be discussed further at the Eastern.

Secretary      Mr. Penland said Ms. Fuller has offered to fill the position until another is found or individuals request another take the position. He expressed appreciation to Ms. Fuller.

Personnel who get out of line. Fighting & agitating people to fight. Mr. Penland said some are upset by letter sent regarding the receipt of letters and asked if people have problems. Members asked who the individuals are and requested copies of the letters be sent to all members. Mr. Penland provided information on the individuals and will provide copies to delegates. Mr. Bagshaw asked for specific information on one letter that has been dispatched and was informed of the status.

Losing money: Gate fees not being charged properly;  
Too many medallions being ordered (no return)  
Do not buy bulk, as items lose shelf life before being used up and pilfering happens.

Mr. Penland stressed only purchasing what is necessary for specific events due to shelf life.

Moving the medallion approval to the Office & Public Relations – This is a new policy.

All personnel be included in meetings except executive session – Mr. Penland said it is important to hear from everyone about how they feel regarding events and how the Foundation operates.

Need P & L for Foundation – This will be provided to members.

Need new registration forms put with Gate supplies and throw away any & all old forms. It was reiterated that is important to dispose of old forms which create problems on profit and loss statements.

Had 2 hooters purchased for CoD – The CoD already had one on the site, the additional ones are purchased by the Foundation.

### **New Business:**

Delegates, Please let the Booshways do their job. Ours is to assist when they ask for help. Don't tell them what to do. Each person has their own way of doing things. Nothing gets so bad we have not been able to correct it. We all awoke today. It is important to assist and be diplomatic.

Thanks to John & Winnie Hensley, Hank Felder for representing us at the Living History Show in Kalamazoo, MI

Another request to check out a possible site, turned it over to Melissa & John. They will be looking at this in more detail. A brief discussion took place regarding security of site from outsiders.

Lots of changes to the book. People finding mistakes between web site & book etc. It was requested to notify if there are discrepancies. Mr. Bagshaw and Ms. Heister are working on ensuring all have the proper documents.

Request to change wording in **By-Laws**, ARTICLE VII, Section 4 Removal. States may be removed with or without cause by that organization. How about annotated just cause and witnesses provided? It was suggested this matter would be discussed further at the Eastern.

### **For the Good of the Foundation**

It was suggested that the Foundation develop a policy on color-coding staff members. Members were requested to bring to the Eastern suggested colors for staff to be discussed at that time.

### **Exeuctive Session**

MOVED by Mr. Penland, unanimously seconded, to enter into an executive session to discuss a litigation matter. EXECUTIVE SESSION APPROVED.

Adjourn