

Houston Bonsai Society Board Meeting Minutes

September 7, 2019

I. Call to Order

The President, Pete Parker, called the meeting to order at 9:00 AM.

II. Roll Call

Members present were Pete Parker, Eldon Branham, Scott Barboza, Janny van Beem, Gale Childers, Dr. Hoe Chuah, Soon Cheah, Ken Cousino, Anthony Cutola, Clyde Holt, Ray Gonzalez, Hurley Johnson, Vern Maddox, and Ryan Vollert.

III. Read and Approve Meeting Minutes

Pete Parker recommended presenting the minutes for the August 3rd meeting at the October 5th meeting. A motion was made to postpone reading/accepting the minutes by Hurley Johnson. The motion was seconded by Anthony Cutola and the motion passed.

IV. Treasurer's Report

Eldon Branham presented the Treasurer's report for August. A motion was made to accept the Treasurer's report by Hurley Johnson. The motion was seconded by Scott Barboza and the motion passed.

V. Expenditures

Hurley Johnson submitted hotel, travel, and food expenses for the meeting's speaker (Andrew Robson). Dr. Hoe Chuah submitted expenses for a USB drive for storing Houston Bonsai Society's ("HBS") convention files (HBS Secretary will store the USB drive), and Ken Cousino submitted expenses for refreshments. A motion was made to reimburse the expenses by Anthony Cutola. The motion was seconded by Hurley Johnson and the motion passed.

VI. Unfinished Business

a. Ken Cousino confirmed Quality Feed and Garden will host the September 14th Saturday Study Group from 9:00AM – 12 Noon.

b. 2019 Convention:

- **Book** – Dr. Hoe Chuah indicated he had sent out the vast majority of books ordered at the convention and gave the remaining books awaiting delivery to the Board (Pete Parker accepted responsibility for sending out the remaining books). Approximately eight books had yet to be delivered: four missing addresses and four had not been paid for. Scott Barboza volunteered to handle the shipping of one of the books.
- **Report** – Pete Parker indicated he would like to have the reports done before Lone Star Bonsai Federations ("LSBF") next meeting is in mid-October.

- **ABS Article** – Next issue of the American Bonsai Society (“ABS”) will have an article about the 2019 Convention.
- c. **Fall Show** – Dr. Hoe Chuah updated the Board regarding the status of the 2019 Fall Show.
- One vendor has executed a contract and an additional vendor has expressed interest. Hurley Johnson will send the Memorial City Mall vendor contract to the interested party and Dr. Hoe Chuah will confirm with mall management about adding a second vendor.
 - Setup for the Fall Show will start at 8:00 AM Saturday (October 19th) and HBS members will need to bring trees on Friday (October 18th) between 5:00 PM and 7:00 PM to a storage room will be used by HBS throughout the Fall Show.
 - Dr. Hoe Chuah noted the September issue of the HBS Newsletter did not mention the Fall Show and requested the October issue mention the Fall Show. Scott Barboza suggested that Dr. Hoe Chuah write a note about the Fall Show and Anthony Cutola and Hurley Johnson can distribute the note via their email newsletters.
 - There will be a novice and an advanced category for Best-in-Show awards, with a first and second place for both categories. Commemorative plaques were suggested by Hurley Johnson as awards and he estimated the all-in price for the plaques would be approximately \$100. Scott Barboza motioned for the Board to authorize Hurley to arrange commemorative plaques for the Fall Show at the estimated budget. Anthony Cutola seconded the motion and the motion passed.
 - Eldon Branham indicated he is finalizing arranging insurance for HBS for the Fall Show and is waiting on a response from mall management. Eldon estimates the cost of the insurance will be \$275.
 - Scott Barboza plans to bring a tree with photos of the tree’s progression as a bonsai for his “development display” idea for the Fall Show.
 - Gale Childers will set up an Eventbrite page for the Fall Show.
- d. **Sound System** – Ray Gonzalez presented his initial research of sound system options appropriate for HBS meetings with indicative pricing between \$100 and \$250+. Ray Gonzalez indicated the next step was finalizing pricing guidance to determine a narrowed list of suitable options. Pete Parker indicated less than \$700 and ideally around \$300 - \$500 for a good quality system. Hurley Johnson volunteered to see if he can borrow the portable, compact speaker that the City of Rosenberg uses at their Rotary Club meetings for HBS to test at the next club meeting.
- e. **Video Equipment** – Ron Ahles presented his initial research on video equipment options for HBS. No companies sell video equipment locally but rental options exist. Ken Cousino suggested using a small camera to record meetings as that is used for a lot of YouTube content (pricing ranging between \$300 and \$800). Ron Ahles passed around printouts of three camera options available online and priced between \$800 and \$1500 (primary distinction was HD versus 4K). Pete Parker suggested Ron reach out to Bonsai Supply for tips on how they do their YouTube videos. Eldon Branham stated that the biggest sticking point for HBS recording meetings

was the knowledge and time required to record and edit videos. Dr. Hoe Chuah recommended HBS use Adobe Premier as editing software.

Ron Ahles asked the Board if they wanted to proceed and at what price point for video equipment. Pete Parker suggested to table looking further into suitable video equipment until the Board identifies someone willing to record and edit videos. The Board was in consensus to postpone.

VII. LSBF Activities

- a. The 2020 Touring Speaker will be Jennifer Price.

IX. New Business

- a. **Membership Survey - Janny** – Janny van Beem prepared a survey to send out to HBS membership to gauge what type of events/program topics HBS membership would like to see in the future. The results would be used to fill out the rest of HBS's 2020 program schedule and beyond. Janny provided printouts of sample survey questions. Gale Childers motioned for Janny to send the survey to HBS membership following the meeting. Hurley Johnson seconded the motion and the motion passed.
 - Janny van Beem had also prepared an Excel sheet with a calendar of HBS's next three years of scheduled events. The Excel sheet will be updated as events are added.
 - Ken Cousino suggested expanding the Publicity Board position to be the head of public relations and function as a central coordinator of various public relation functions (speaker committee, greeting group, surveys, etc.). Ken will formulate a proposal for expanding the Publicity Board position's responsibilities and will present the proposal to the Board at an upcoming Board meeting.
- b. **Speaker Requests** – Board postponed till next Board meeting due to time constraints with the September 7th meeting.
- c. **Nominating Committee** – Ryan Vollert volunteered to join the Nominating Committee.

X. Adjournment

Hurley Johnson made a motion to adjourn the meeting. The motion was seconded by Gale Childers and the motion passed. The meeting was adjourned.