

Minutes of a Meeting of the Brown Fisher Association, Inc. Board of Directors

The Board of Directors of the Brown-Fisher Association (BFA) held a meeting on Saturday, November 17, 2018 at St. John's Lutheran Church in downtown Salisbury.

Call to order: President Stephen Brown called the meeting to order shortly after 10:00 a.m.

Roll Call: Attending: Ken Clifton, Hunter Fisher, Rod Kesler, Carolyn Miller, Sandra Phillips, Norman Ribelin, Linda Shelton, Debbie Taylor, Keith Wolf, Deane Brown, Stephen Brown, Paul B. Walker, Doug Robinson, Betty Dan, Aaron Kepley, Kat Clifton. **Absent:** Larry Brown, Cathy Kirchin, Candace Elliott Brown and Sarah Brown. Doug recognized and welcomed Hunter Fisher, who joined the board at the annual meeting.

Minutes: Interim Secretary Doug Robinson emailed minutes from the previous meeting to the Board in advance. Stephen Brown made a motion to dispense with the reading of the minutes and approve them as sent. Motion was seconded by Ken and passed unanimously.

Financial Report: Larry was unable to attend. Doug shared Larry's spreadsheet of the organization's financial status. Money market has \$81,232.86, checking account balance is \$1390.47, general fund has \$2320.40, lifetime memberships \$57,411.75, memorials \$983.98, cemetery fund \$1,503.78, reunion trust 10,000 (will always stay at that amount because it draws interest and interest is transferred to general fund for use), Fisher publications \$8793.81, Old Stone House improvement \$1609.61. Betty Dan stated that the Fisher publication fund is the Brown publication fund. Said that when the Michael Brown Historical Committee was disbanded the funds were allocated for Brown publications. **This question needs to be investigated and answered to ensure all are clear.* Perhaps Larry can clarify the origination of the funds and allocation of it. Also, a question was raised as to whether the Fisher and Abraham Brown books are digital form and available. **The website should be checked regarding this question.* Doug asked if Stephen had investigated a higher rate for the money market. Stephen stated perhaps we could get close to 3%. The question was raised who this account and all others are with. **Larry needs to provide answers at next meeting.*

Annual Audit of the Treasurer's Books: The bylaws call for an annual audit of the treasurer's books. Larry Brown needs to be present to discuss this and to establish a procedure to meet this requirement.

Editor's Report: Doug turned the meeting over to Cathy to discuss what was going to be included in the newsletter. Kat asked what the date is that the articles need to be in. Best answer is after the next board meeting, giving Larry an opportunity to share financial information and be part of the plan. Doug asked who is the oldest descendant? Betty Dan stated that Ed Brown is 90, while Rod Kesler stated that his mom is 91. Betty Dan said she thought that a few members might be around 100. Doug asked Betty if she has contacts that could help us with writing articles, information about ancestry, for our newsletter. Aaron said he would write an article about Michael Brown's facts and run it past Betty to ensure validity.

Coordinator's Report: Doug pulled together membership numbers using data from old minutes with 401 being the most members ever reported in 2017 making it the best year. Stated that perhaps we should consider changing the bylaws from membership covering an entire family to just one person. Looking for ways to increase membership & dues for the organization to grow. Adding the spouse names to members listing to ensure ancestry is captured. How long do we continue to send publications to members who have let their memberships lapse? Perhaps we can have a sticker added to newsletter stating, "Renew membership now". Do we have access to electronic payments through website? Kat stated we have PayPal and other ways to come. Stephen stated & all agreed that electronic publications should remain on the website indefinitely. Ken asked if we could capture email address when a visitor wants to read the electronic publications. Betty brought up that our membership prices have been the same since 1990. Perhaps we should ask members to accept an increase at annual meeting and explain the necessity to do so. Kat recommended that

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we capture mailing address when we capture their email address online. There was quite a bit of discussion concerning email, bulk mail and website capture of information. Paul brought up the possible use of <https://smile.Amazon.com> on the organization's website to capture income from visitors and members. Paul brought up the use of PayPal on the organization site to capture visitors desire to support us in a financial way while they are on the site and maybe feeling generous. A motion was made to have the website changed to ensure PayPal is added to capture donations and it was seconded with no discussion. A vote was taken with all in favor and none opposed. Stephen asked for volunteers to be on the communications committee: Kat, Ken, Doug, Paul joined with Aaron as a consultant if needed.

Website: Kat shared that PayPal has been setup for the website. There is a per transaction cost for PayPal of \$.30 + 2.2% of value if the transaction. A motion was made to have Kat add categories to PayPal so that membership donations and other financial gifts could be categorized when received in the system. The motion was seconded with all approved and none opposed. Stephen made a proposal that we upgrade to a premium package with Weebly, \$144 a year, so that we could have a more personalized, professional looking website without Weebly's advertising, while also giving us the ability to sell items on our website. Stephen called the question. A second was made and vote was cast with all were in favor and none opposed. Kat reported that Stephen made a start-up contribution of \$2000 in 2017 to get the website up and running which has a balance of \$458 that will be used for additional web cost. Stephen informed Kat to communicate with him when the balance gets close to a zero balance.

Annual Meeting Post Meeting Comments: Doug brought up that we need to have areas roped off that we do not want cars to park to prevent folks from driving into the ditch when parking. Aaron stated that the Patrons Party (Friday) and Germanfest (Saturday) will be held the 3rd weekend in September, the 20th and 21st of the month in 2019. Aaron stated the rain dates would be Patrons Party (27th of September) and Germanfest (28th of September). Rain dates are necessary since the weather affected the event in 2018.

Long Range Plan Update: The caretaker's house is still on site. Rain has kept it from being moved. It is still requested that all board members look at the plans and submit ideas and recommendations. Including the building update information in the newsletter was recommended by Doug and Aaron. Aaron stated that he has a couple buildings lined up to bring to the site. Building construction material discussed and as were future use ideas. Doug asked Betty about the archives room in the building and how much space would be needed for the 200+ binders she has. Aaron stated that there should be progress on the grounds, house moved, trees removed by next meeting.

New Business: Doug passed out a proposed responsibility document to lay out what each held positions duties are. *Doug noted that, according to the bylaws, there were too many board members elected at the reunion. Bylaws call for just 3 members per year that serve 4 years. Because Paul and Doug were moving to the secretary and coordinator positions, respectively, that clears the assignment of terms issue. Norman made a motion to elect Brenda Zimmerman the board, second received and vote taken, all in favor, none against. Betty brought up that Michael Brown's gravestone needs to be updated to reflect his correct date of birth and date of death. The date in the Michael Brown in the book is incorrect. There is a 10 year difference to what is on the stone and what is the correct date. Cathy made the motion to have the date corrected by Salisbury Marble. Doug knows owner Mark Lowman and will get in touch with him. Stephen called the question, a second was made and a vote was cast with all approved and none against. Betty asked where is Michael Brown's will? Where is the safe deposit box that contains it? Larry will he asked about this. Next meeting will be February 9th.