

American Iris Society Board Meeting
New Orleans, LA, April 8 to 14, 2018
Called to order at 7:05 PM

Full Minutes are included here.

President Gary White called the meeting to order at 7:05, April 8, 2018.

Gary welcomed everyone to the AIS Board Meeting and encouraged all present to participate in the discussions. He reminded everyone that only Board members are permitted to make motions and vote. Please use the microphone so that your comments and opinions will be heard. Members of the board and guests were asked to introduce themselves and describe their first experience with iris.

Present were AIS Officers: Gary White, president; Jody Nolin, 1st VP; Andi Rivarola, 2nd VP; Michelle Snyder, secretary; Dwayne Booth, treasurer; Jim Morris, immediate past president.

Administrative Officers: John Jones, registrar/recorder; Claire Schneider, recording secretary; John & Kay Ludi, Publication Sales Directors.

Directors: Al Elliot, Bob Pries, Claire Schneider, Dawn Boyer, David Cupps, Gerry Snyder, Howie Dash, Jill Bonino, John Ludi, Lois Rose, and Phyllis Wilburn.

RVP Representative: Bev Hoyt.

RVPs: Cheri Ellenberger (1), Dorothy Stiefel (2), Doug Chyz (4), Tim Moore (8), Phyllis Wilburn (14), Sue Brown (15), Beverly Hoyt (18), Scarlett Ayres (23).

Committee Chairs: Advertising Editor, Dawn Boyer; Affiliations Chair, Jody Nolin; Awards, Gerry Snyder; Electronic Services, David Cupps; Encyclopedia Manager, Bob Pries; Exhibition Schedules, Lois Rose; Exhibition Show Reports, Wayne Messer; Foundation Liaison, Jill Bonino; Honorary Awards, Jim Morris; Image Coordinator, Neil Houghton; Insurance, Michelle Snyder; Iris Program Resources (digital), Neil Houghton; Iris Program Resources (speakers), Al Elliott; Judges Handbook Revision, Betty Roberts; Public Relations & Marketing, Bob Pries; Public Relations & Social Media, Andi Rivarola; RVP Counselor, Howie Dash; RVP Representative, Bev Hoyt; Scientific Advisory, Bob Hollingworth; Section & Cooperating Society Liaison, Phyllis Wilburn; Strategic Planning, Andi Rivarola; Symposium, Riley Probst; and Youth, Cheryl Deaton.

Other Guests: Gloria McMillen (2); Gerry Moore (8); Jean Morris (18); Janis Shackelford (15); Robert Treadway (22), President of SLI; Wayne Messer (21), Editor of News & Notes; Steve Poole (9); Paul Gossett (22), Convention Liaison emeritus; Carolyn D. Lingenfilter (21); and Shirley Trio-Probst (14), AIS Convention 2019 Chair.

Gary announced that a quorum is present. The agenda presents a planned schedule of reports. However due to attendance issues, some reports will be presented out of sequence.

Motion 1: to appoint John Jones as Motions Secretary.

Motion made by Michelle Snyder and seconded by Jim Morris. Unanimously passed.

Gary called for a moment of silence in honor of the recently departed AIS members.

Howie Dash was appointed parliamentarian.

II. MINUTES FROM PREVIOUS MEETINGS:

The minutes from the January 24, 2018 teleconference were approved by the Board as corrected at the February 28, 2018, teleconference.

Motion 2: to approve the February 28, 2018, teleconference minutes.

Motion made by Jim Morris and seconded by Al Elliott. Motion passed.

Motion 3: to approve the March 28, 2018, teleconference minutes.

Motion made by Michelle Snyder and seconded by Jody Nolin. Motion passed.

III. REPORTS OF OFFICERS

President – Gary White submitted an electronic report.

No discussion.

First Vice President – Jody Nolin submitted an electronic report.

Both the Disaster Plan and the back-up schedule for all the AIS databases need to be updated. Jody will work on these and present her findings at a future meeting. The Operations Manual contains job descriptions of the AIS officers and committee chairs, but it does not seem to be readily accessible. Michelle will send a copy of Operations Manual to David Cupps which he will post on the AIS website. Jody will confer with the managers of data banks about developing a schedule for updating security information.

Second Vice President - Andi Rivarola. No report.

Secretary – Michelle Snyder submitted an electronic report.

Michelle has in her possession various hard and soft cover copies of the American Iris Society Bulletin ranging in dates from 1922 to 1932. Michelle proposes that these items be held in the library.

Motion 4: That all archival copies of the AIS Bulletins currently in possession of the Secretary for the AIS be sent to the AIS Library for preservation.

Motion made by Michelle Snyder and seconded by Jim Morris.

Discussion: Not only does the AIS secretary hold archival documents, but so does the current AIS president. These hard copy documents really belong in the library where they can be inventoried and made accessible. All of these documents have been scanned and are in the digital library. Perhaps the editor of the 2020 Centennial book would be interested in seeing these books before they are placed in the library. However it might be less cumbersome to access these documents online. Instead of a motion, perhaps the Board should create a policy. Motion and second is withdrawn. The AIS secretary will send these items to the library.

Editor – Jane Milliman's electronic report was posted in AISDiscuss by Michelle Snyder.

Discussion: A reminder that the name of the photographer be posted directly with the photo in the Bulletin. The photographer's name also will be listed on the Photographer Credits page. Future deadlines for the Bulletin are June 10, September 10 and December 15. The March 10,

2019, deadline should be February 15 because the convention is early. Once again, there is a request for articles for the Bulletin.

The printing contract for the Bulletin will end soon. Gary suggested we accept quotes from multiple publishers. Has the cost of publishing the Bulletin changed (increased) as AIS membership has declined? The Sundance Press contract signed approximately two and half years ago did not contain any cost increases. When reviewing bids for the next Bulletin publishing contract, let's make sure they can reproduce the quality of our photographs.

Advertising Editor - Dawn Boyer submitted an electronic report.

Correction to the electronic report: there were 13 display ads not 13 shopping ads.

Dawn complimented her predecessor for making her transition to this job so smooth and easy. The total amount of advertising money received from January 1 to March 15, 2018, was \$3140 which is slightly less than last year. Dawn explained that four full page ads were dropped for various reasons. Since March 15, inquiries have been received about placing new shopping ads in the Bulletin. So far the advertisers have been easy to work with and this job has gone smoothly over these first few months.

Treasurer – Dwayne Booth submitted five electronic reports: Narrative, Balance Sheet for Spring 2018, 2018 Convention Balance Sheet, 2018 Convention Profit and Loss, and Income and Expenses Budget.

NARRATIVE REPORT:

This year's rebate generated from AIS sales out of the Brent & Becky catalog amounted to \$6.65. In their opinion, that amount wasn't enough to send out a check. Therefore Dwayne proposes that a free Bulletin ad not be given to Brent & Becky's.

Discussion: The Greater St. Louis Daffodil Club with 30 members took in over \$3000 from Brent & Becky's. How is it that the AIS received only \$6.65? Perhaps we need more advertising in-house to promote the Brent & Becky's rebate (e.g. in News & Notes, in each affiliate, regional and section newsletter, in the Bulletin). We also need to educate AIS members about designating the AIS as recipient of the rebate. A suggestion is for AIS to create a small ad that contains information about the Brent & Becky's rebate program which could be downloaded by any affiliate and regional newsletter. Jody will send each of the affiliate presidents information about the Brent & Becky's rebate program and how to designate AIS as recipient.

Speaking of rebate programs, what about Amazon Smiles? After four years of purchasing items through Amazon Smiles, David Cupps was notified that the sum of his purchases has earned \$20 for his local cause. He questioned that the effort might not be worth the amount of the rebate. Will the effort to increase the Brent & Becky's rebate be worthwhile? There will be a link on the new AIS website for making donations.

Despite working with a balanced budget, it is likely that by the end of the fiscal year, expenses will exceed income. Income is down from Bulletin Advertising, Membership Dues, Programs, Registration Fees and Storefront Sales. Dwayne has three recommendations: 1) that we identify

the top five sellers from the Storefront (in addition to calendars), keep them and move out everything else. 2) that we use PayPal instead of Credit Cards because the fees will be less and 3) that we increase the cost of Overseas Memberships. No action was taken on these three recommendations.

Motion 5: that the AIS storefront and the greater Portland Iris Society share the same storage unit and the rental fee be divided equally.

Motion made by John Ludi and seconded by Howie Dash.

Discussion: For insurance purposes, AIS should pay the entire fee for storage and sublet part of the area to the Portland Iris Society. From a tax standpoint, the AIS is a tax-exempt entity so any money received from the Portland Iris Society would have to be in the form of a donation. A motion is not needed if the AIS remains the sole name on the lease of the storage unit.

Motion 5 is withdrawn by John Ludi and Howie Dash.

TREASURER'S ADDENDUMB (sic) prepared April 7, 2018:

- An update to the final (unaudited) numbers for the 2016-2017 Fiscal Year showed an income of \$639,294, expenses of \$112,183 and net profit of \$527,111. The large net profit was due to the one time donation from the Richardson estate.
- An update of the fiscal status of the 2018 Convention showed an income of \$71,146, expenses of \$65,605 and net profit of \$5,541. The accounting of the Convention is on-going.
- Separate 990 N reports have been filed for HIPS and for the Mesilla Valley Iris Society.
- Credit card processing fees are high because AIS is a low volume user. Many small transactions generate lots of fees. Are we using credit card organizations that charge a monthly fee or one that charges per transaction? What about using Paypal or the Square? Paypal would work for international purchases.
- Who should receive and/or deposit cash and checks, the treasurer, secretary, affiliate chair, or other officer? When Michelle makes a deposit, she immediately sends an email to the treasurer (Dwayne) with the amount of the deposit and a photocopy of the deposit slip. Speaking as a CPA and auditor, Jill suggested there be a separation of duties. One officer makes the deposits and someone else writes the checks. Another voice added, "Good idea to have separation of duties, but only with expenditures. One officer writes up the voucher and another writes the actual check."

According to the bylaws, Article VII, Section 6, regarding expenditures, the secretary shall draw written orders for the payment of AIS expenses by the treasurer with such orders signed by the secretary and counter-signed by the president and/or vice president. In Section 7, the treasurer shall receive and keep records of all AIS monetary assets and maintain these assets in special accounts. The treasurer shall pay authorized expenses upon written signed orders by the secretary and counter-signed by the president and/or vice president. To summarize, according to the bylaws, the secretary does the expenditures and the treasurer does the deposits.

More discussion: The registrar receives checks and cash for the registration of iris. There should be procedures in place that clearly define fiscal duties and would protect the treasurer and secretary from public scrutiny. Who handles making deposits and writing checks when the treasurer or secretary is absent? The affiliation process is time sensitive. The deposit of a check should be immediate because sometimes clubs change treasurers or banks causing checks to become void. What amounts of money are we talking about in regards to the registration of an iris or an affiliation fee? Does it really matter who makes the deposits when the amount is less than \$100? Perhaps the Audit Committee will make recommendations about the duties of treasurer and secretary. Receipts for deposits are not issued but maybe AIS should have numbered receipts.

Andi Rivarola proposed that a Fiscal Duties Committee be formed to write a policy to clarify fiscal duties of AIS officers. For example, define who would receive checks for registration, advertising and affiliation and who would write vouchers and sign checks? This policy also would address the use of electronic payments via credit card and Paypal. The Fiscal Duties Committee will consist of Andi Rivarola, Cheryl Deaton and Jill Bonino.

- What is the investment plan for the pool of AIS cash? What options are there besides holding cash in a checking account? To take advantage of the cash, an investment plan or strategy should be developed. AIS has not received the total Gerald Richardson estate. Lawyers are working on it. Sometimes it takes a long time to settle these estates. Dwayne will present a short-term investment plan at the next Board meeting, June 27. Regarding the 2020 100th Anniversary funds, has an amount been allocated for the Centennial Book? Answer: not yet. The Convention 2020 budget is still being constructed. Nancy already has investigated printing costs for the Centennial Book.

IV. ADMINISTRATIVE REPORTS

Membership – Tom Gormley submitted an electronic report.

The report includes some interesting graphs to illustrate membership trends. Both the E-membership and general membership have declined. Income from membership is consistent with the budget. A request was made to have the Youth Membership presented on a different graph because of the wide changes in the numbers of youth from year to year. Region 17 shows an increase in membership and we wondered how they accomplished it.

AIS membership remained steady for about five years. But over the last three years membership has decreased steadily. Are there any plans, long range and short range, for increasing membership? There have been efforts to publicize membership in AIS. But has there been any tracking or survey done to document the effects of these efforts? The Strategic Planning Committee continues to work on plans and goals for increasing membership. Andi Rivarola plans to form a Membership Enhancement Committee to work specifically on membership development. Membership needs to be a grass roots issue so the search should be for people who are interested in gardens and flowers. Perhaps send an AIS speaker to local garden clubs and garden tours where they could tap into a source of potential iris enthusiasts. We should consider looking at newly retired people. The average age of an AIS member is 74 and is a female. Last comment, the world is in transition, moving from a hands-on, home and garden

activity lifestyle to an electronic lifestyle. You can't pull weeds or pick flowers with a laptop or i-phone. The decline in membership is occurring in most organizations. This means that we need to think beyond traditional methods for increasing membership and even the way we conduct club activities.

Registrar/Recorder – John Jones did not submit a report.

John did present a slide show that described elements for an online system for registering one or more irises. The hybridizer could sign in as a guest and register one iris or the hybridizer could create an account and register multiple irises in one sitting. When the hybridizer establishes an account, much of the registration form would be automatically filled in. The online registration process would sequence the tasks of registration (e.g. submission of photos of the new cultivar, payment method such as Paypal.) To facilitate the registration process and standardize the terms and descriptions, John wants to use as many drop-down menu options as possible (e.g. color, season). The website for registration should provide assistance for the hybridizer such as a dictionary of descriptive terms, a list of restrictions and rules for naming iris, and the option to save the data and return later to finish the registration. The files of registrations would be stored in a data bank with a backup system. Perhaps the registration form could include a line with the name of the new iris in the native language of the hybridizer. John is still working on the details of a registration website and doesn't know the exact cost of building such a website. A rough estimate is between twenty and twenty-five thousand dollars. By a show of hands the Board supported John's development of an online registration system for new cultivars and encouraged him to continue.

Discussion: Before we spend this much money, John wants to have all options and functions explored and developed for the Registration Website. It is possible that many of the functions proposed for the Registration Website would be available on the new AIS Website. Maybe the two websites could be linked together and use some of the same functions and features. A suggestion was to include a translation function on the Registration Website so that international hybridizers can see the iris name in their native language and use accurately translated descriptions of iris. It is unclear whether an online process would increase the number of iris registrations. The iris community probably has more hybridizers and plant registrations than other plant group (e.g. daylilies, daffodils).

Once the online registration process is up and running, will the publication of the R&Is be kept current? Eventually, the R&Is will be current and everyone will have access to them. However, keep in mind that the online registration is only an application. Before the iris is officially registered, the name and description of the iris need to be vetted, a process that takes time.

One objective of the online registration with its drop-down menu would be a standardization of terms such as "plicata" and "luminata."

It has been seven years since the registration software was purchased. John asked that the registration software be updated and that ancillary programs be purchased or updated. Some of the programs require an annual fee instead of an out-right purchase. Adobe has transformed into a "cloud-based system" which means that John will lose some of the compatibility he has with his registration software. Adobe Creative Cloud for non-profit organizations is \$250 per year the

first year. Microsoft Office Home costs \$99 per year. The advantage of buying a subscription is that these programs are automatically upgraded.

Motion 6: That the registrar be authorized to spend up to \$1000 additional budget to upgrade system software.

Motion made by Gerry Snyder and seconded by Howie Dash.

Discussion: In next year's budget John will include annual software subscription costs.

Motion passed.

Recording Secretary- Claire Schneider has no report.

Storefront Inventory- John Ludi submitted two electronic reports: Storefront Inventory and Storefront Sales.

Discussion: Jim Hedgecock has asked if the AIS Board would like to purchase twenty Silver Anniversary Coins for \$35 each. These 75th Anniversary medals/coins are one ounce of pure silver. Each is about 1.5 inches in diameter, has the AIS logo on one side and the year 1995 on the other side. The Centennial Committee is considering putting together a five medal set which would need one of these 75th Anniversary medals. No action was taken on this offer.

VII. SPECIAL COMMITTEES

Ad Hoc Library – Dave Silverberg, Gary White & Jill Bonino

The Foundation works closely with the Ad Hoc Library committee. The lease on the library facility is up. Dave Silverberg has talked to the landlord about moving the library into a larger room. There would be more space for the materials and a space could be created where people could do research in the library. The cost of a larger room would have a minimal increase. A complete inventory of the library resources needs to be completed.

Discussion: Currently access to the physical library is limited. The AIS Bulletins are in the online "members only" section. The AIS Board needs to set policy regarding who has access to the online library (e.g. e-members, general members, the public). Bob Pries proposed creating one webpage for each issue of the Bulletin that would show the cover and its contents. This would make searching the Bulletins for a specific topic or hybridizer more efficient. Acrobat has a function that can complete a rigorous search. However each researcher would have to purchase their own license for Acrobat. Searches can be launched from the wiki-encyclopedia. However the files are huge and the problem with large files is that it takes too long to download the file. People become impatient and leave the website. Meanwhile, the search engine continues searching which ties up the system. Why not make the Bulletins available online to the general public after a period of time (e.g. two, three or five years)? The Biodiversity Heritage Library keeps their documents behind a "members only" curtain for ten years.

Jill Bonino volunteered to be chair of the Ad Hoc Library committee.

Intellectual Property- Bob Hollingworth submitted an electronic report.

No activity in last six months.

Bylaws- Jody Nolin submitted an electronic report. She began with, “Welcome to the 3rd annual Bylaws review.”

Motion 7: That Article 5 Section 3 (b) be modified to read:

One director who is a Regional Vice President in the first or second year of that office shall be elected by the AIS Board of Counselors at its annual spring meeting and shall hold office until a successor is duly elected and qualified. The term shall be for one year, that is from the adjournment of the AIS Board of Directors meeting in the spring to the adjournment at the next Spring AIS Board of Directors Meeting. However, a first year RVP Representative may be elected for a second year as RVP Rep if the AIS Board of Counselors so elects.

Motion made by Jody Nolin and seconded by David Cupps.

Discussion: This change will allow the Board of Counselors to have more control over who is the RVP rep.

Motion carried unanimously.

Motion 8: That Article 5 Section 5 be modified to read:

The AIS Board of Directors shall confirm the Regional election of an AIS Regional Vice President to preside over each official AIS Region.

(a) The AIS Board of Directors shall, as deemed necessary in furtherance of the purposes of the AIS, rescind or change the designated boundaries of such official AIS Regions, and the appointment of affected AIS Regional Vice Presidents shall be rescinded or altered as necessary.

(b) AIS Regional Vice Presidents shall be confirmed annually by the AIS Board of Directors at its fall meeting. The term of office for an AIS Regional Vice President is one year, beginning at the date of appointment, and no AIS Regional Vice President shall serve for more than three successive years. An AIS Regional Vice President who has served for three successive years shall again become eligible for appointment as AIS Regional Vice President after being out of the office for one year.

Motion by Jody Nolin and seconded by Howie Dash. Motion carried unanimously.

For clarification. There was a discrepancy between the bylaw change proposed by Jody at the Fall 2017 meeting for Article 5 Section 3 and the motion as written and approved by the AIS Board. Part of the text in Jody’s proposal contained a strike-out. However in the approved motion, that portion of text was without the strike-out. In other words, part of Jody’s proposal that was intended to be eliminated was not eliminated. After conferring, Jody and John Jones have agreed that leaving that portion of text in the motion doesn’t really change the intent of the bylaw.

Jody asks what is next for the Bylaws Committee. Should a draft of the bylaws be prepared for publication? Or should we wait for the recommendation from the Audit Committee regarding clarification of the duties of treasurer and secretary? The bylaws do not take effect until the membership sees and votes on them. The process of presenting the bylaws to the membership and the voting process will be presented at a future Board meeting.

Discussion: Regarding term limits for a director, no director shall serve more than four full three year terms. This means twelve years in their lifetime and does exclude *ex officio*. Regarding

directors who have been appointed to fill a vacancy, according to Article V Section 3 (c), an appointed director who serves 18 months or more as director, is considered to have served one full term.

Audit Committee- Jill Bonino submitted an electronic report.

Using an online website for policy ideas for small non-profit societies, the committee (Cheryl Deaton, Andi Rivarola and Jill) presented recommendations and guidelines for

- 1) the structure of the Audit Committee,
- 2) the definition and description of “spot” audits,
- 3) ordering an outside audit and implementing its recommendations, and
- 4) appointment of “ombudsman” for the AIS.

Discussion: The position of AIS ombudsman or ombuds-panel sounded useful to the AIS in general, not just with financial issues. According to the guidelines for the structure of the Audit Committee, Andi and Jill do not qualify to be members. Gary White appointed Howie Dash to the Audit Committee and asked for a volunteer to be the third member. After a lengthy discussion the Audit Committee volunteered to reconvene and present a revised set of recommendations later today. Audit Committee, thank you for a job well done!

VIII. REPORTS of STANDING COMMITTEES

Affiliate Survey - Wayne Messer submitted an electronic report.

An online affiliate survey consisting of five questions began February 13 with an announcement in News & Notes and a post in AISDiscuss. The goals of the survey were to identify at-risk clubs and collect and share ideas of which activities and strategies make clubs “awesome.” The top requests from the survey respondents were for more programs, speakers, judges training and program ideas. Results of the survey produced several recommendations. At-risk clubs and their respective RVPs should be contacted to learn how AIS can assist them. A pilot program on remote presentations will be explored. All affiliate clubs, not just at-risk clubs, could be visited in person or remotely by an AIS Board member once every three years to make them feel more included. And because membership is such an important issue, a Membership Enhancement Committee should meet and make periodic reports to the AIS Board.

Discussion: AIS Membership should create a way to know which affiliate club each AIS member belongs to and if they do not belong to an affiliate, create a way to connect that AIS member to an affiliate club. Keep in mind that death contributes to the decline in membership and there’s not much we can do about that. There are only about 65 people on AISDiscuss: RVPs, section presidents, AIS board members, and committee chairs. Because the audience who took the survey was limited, it might be useful to repost the survey in the Bulletin with its larger audience. Yes, there are iris clubs which are not affiliated with AIS, but we don’t know how many or where they are. It can be deceptive to see that a region has “lost” two clubs when in fact weak, at-risk clubs merge to form a larger, stronger club. Perhaps the next survey will ask questions that illustrate the vigor of a club (e.g. How many new members joined their club in the last year? Which club activities were most fun last year? How many gardens did you visit last year?)

Awards – Gerry Snyder submitted an electronic report.

Copies of the ballot are being printed and a draft of the online ballot has been uploaded. Voting will begin soon. Capitol Medals has misplaced the blanks and the stamp that were used to make the Wister Medals. They will replace it at no cost to AIS.

Calendars – Janet Smith has no report.

Gary White reported that the 2019 calendars are ready for purchase. John Ludi requested that ideas for future calendar themes be sent to Janet or John.

Convention Liaison – Paul Gossett submitted an electronic report.

Paul began with, “Welcome to New Orleans and the 2018 Convention!”

The schedule of meetings and meeting rooms has some changes and these are posted in the Registration Room. Next year’s convention chaired by Shirley Trio is well on its way. The Convention Committee is organizing, assigning tasks to each of the members. Paul will act as advisor. The committee is looking for a host for the 2022 convention. Any volunteers?

The Fall Meeting 2018 will be in Portland and the Fall Meeting 2021 will be in Tulsa.

The Convention 2019 will be April 23 to 27, in San Ramon, near Oakland, California. The AIS Board meeting will begin in the evening April 22 (Monday).

Convention 2021 will be in the City of Las Cruces and chaired by Howie Dash. A quote from the biggest hotel in Las Cruces has been received and a transportation plan has been discussed. Under consideration for the gardens are beardless iris including spuria, arils, arilbreds and even Louisianas. The decision will be made by next month.

Donation Development – Cheryl Deaton submitted an electronic report.

Recent changes to the federal tax codes might affect the number and size of donations made to AIS.

Judges Handbook Revision – Betty Roberts submitted an electronic report.

Some comments and revisions to chapters still are being sent to Betty even though the deadline for submission has passed. The handbook will need to be approved by the AIS Board before it is published.

Discussion: The handbook should be a living document, one where changes can be made easily and immediately. A loose-leaf binder would allow for changes to chapters/sections instead of to the entire handbook. If the AIS Board chooses to approve changes to the handbook chapter by chapter, then each chapter should have its revision date clearly visible. The printer of the R&Is only prints bound documents, not loose-leaf. Other suggestions are that the handbook should have a new cover and tabs within the pages to make finding sections more efficient. If the handbook were available as “print on demand,” then the storefront wouldn’t have to maintain a stockpile of handbooks. The plan is to have the handbook ready for approval at the Fall 2018 Meeting.

Regarding the handbook section on Floral Design, Dawn Boyer recommended that the floral design judges be iris judges and that the iris judges also be floral design judges. The same process for becoming an iris judge should be in place for becoming a judge of floral design. A video recording of Dawn Boyer's presentation at the Des Moines Convention will be uploaded onto the AIS YouTube Channel and made available on CD. The floral design section of the Judges Handbook is generic. The point system works. But not all floral design judges follow the point system. JTs on floral design used to be common but now they are rare; more need to be scheduled. It is a good idea to have a professional floral designer on the judging panels. Some clubs have found it adequate to use judges from The National Garden Club (NGC) instead of or in addition to AIS certified judges. The NGC judges usually know more about floral design than do our current AIS judges. They go through their own training, but the extent of their knowledge of iris varies. Also, the NGC judges are not the same everywhere and in a few cases those judges have alienated club members such that they stopped submitting floral design entries. If a club chooses to use NGC judges, then they should follow the show schedule and the system of points in the handbook. There is an obvious need for more AIS judges.

Electronics Services – David Cupps submitted an electronic report.

The new website is in its final stages of development. Any person who has information or links that would be appropriate for the website, please contact David. The website shell is online now and by May it should be fully operational. The RVP list is up on Google Groups and David will transfer other lists to Google Groups. Everyone is encouraged to participate in the teleconferences by laptop, i-phone or i-pad. It is easy to connect and helpful to see faces and documents during the teleconferences. The next teleconference is scheduled for June 27.

Discussion: A reminder that changes of email addresses need to be given to Michelle Snyder so the flow of messages on AISDiscuss is uninterrupted. You didn't receive a particular message? The advice is to check your SPAM folder. AISDiscuss doesn't permit attachments to emails. But attachments will be permitted when we use Google Groups. A reminder that there is a difference between "reply" and "reply to all" when responding to an email. AOL accounts are notorious for rejecting incoming email. We're not saying to delete your AOL account but we suggest enrolling in a gmail account especially for AIS communications in Google Groups. People can maintain more than one email account.

Exhibition Schedules – Lois Rose submitted an electronic report.

Lois has received 115 schedules for Spring Shows. But with 158 affiliate clubs, it seems not all are putting on a Spring Show. Jody's club does exhibitions instead of shows because no one will be the Show Chair. Without judges, exhibition winners are chosen with People's Choice ballots. Both the spring show and exhibition are great ways to publicize iris and the AIS.

Exhibition Supplies – Nick Stewart submitted an electronic report.

As of March 24, Nick has processed 23 orders for show supplies for a total of \$1037.

Exhibition Show Reports – Wayne Messer submitted an electronic report.

Last year 127 silver medals and 128 bronze medals were awarded. The calendar of Spring Shows is online. Wayne received his first show report (from Dallas) yesterday. Show and exhibition schedules and results have been publicized in News & Notes.

Foundation – Jill Bonino submitted an electronic report.

2017 was a “banner year” thanks to the bequeathment from the Gerald Richardson Estate and growth in the stock market. The AIS Foundation Investments and the Sidney DuBose Trust grew about 20%. However, since February, the market has been volatile and the value of the funds has decreased about 4%. The interest income for 2017 was about \$50,000. The report contains an update on the grants and scholarships.

Garden – Bob Pries

The Garden Committee has been relatively inactive. Charlie Carver has been working on the national collections but there have been no significant gains recently. The display and test gardens each need a manager. Any volunteers?

Image Coordinator – Neil Houghton submitted an electronic report.

Thank you to the Image Consultation Committee for their fine work. The committee continues to work on these goals: 1) Developing a repository of exceptional, hi-resolution images for use by various publications of the AIS and its affiliates to promote the genus. 2) Producing programs that offer photography tips, especially as they relate to iris blooms, plants and garden settings. 3) Identifying a group of recognized AIS photographers who are known for quality images that accurately and artistically present irises.

Regarding the first goal, Neil is investigating another way to submit photographs that is secure, something like a secure drop box. The actual format of the photo is not as important as is the name or seedling number of the cultivar. The committee will decide how the photos will be made available to others (e.g. the Bulletin). Images@irises.org is the email that Neil uses for AIS photos and other AIS issues.

Iris Program Resources, Digital – Neil Houghton

The AIS programs are in the form of powerpoint and are available by email or on disk. The operating systems that run the disk programs are so outdated that most of the iris programs will not run off laptops or other projection systems. Therefore, from now on, the digital programs will be sent via email. The plan is to convert all slide programs to powerpoint, so the “slides” name will be removed from the title of this committee. The income from these programs is minimal, \$8 per emailed program. A recommendation was to post these programs online and make them available for free. Some of the programs are just slides, lacking commentary or guidance on how to use the programs. Another recommendation was that each program be converted into a video with audio commentary and posted on the AIS Youtube channel. Each program should have a slide at the end that promotes joining AIS. But wait a minute! There are some members in AIS who are unable to deal with downloading and projecting digital programs. These folks rely on disks for their AIS programs.

Motion 9: that we make educational programs available to affiliates and/or AIS members for free by download or other electronic transmission.

Motion made by David Cupps and second by Jody Nolin.

Discussion: The sale of programs generates about \$600 income with about \$380 in expenditures. The cost of emailing a digital program is nothing. These programs should be available for free.

Pointing to the digitized programs on the AIS Youtube Channel would be an easy answer to the question, “How does the AIS benefit me?” This motion does not preclude charging for a CD version of the program.

Motion passed.

IX. REPORT OF NOMINATING COMMITTEE – David Cupps

The committee consisted of Dawn Boyer, Scarlett Ayres, Steve Speights and Margaret Kelly. Their plan was to have twice as many candidates for director as there were openings on the AIS Board. All of the candidates were interviewed to verify they were interested in the position of director. The eight candidates are Susan Grigg (4), Wayne Messer (21), Bonnie Nichols (17), Steve Poole (9), Riley Probst (14), Shirley Trio-Probst (14), Janis Shackelford (15), and Phyllis Wilburn (14). From the floor, candidates were John Jones (14) nominated by Gerry Snyder and Neil Houghton (2) nominated by Bob Pries.

X. ADJOURN TO EXECUTIVE SESSION

Balloting was completed for nominees to fill four regular AIS Board of Director positions whose terms will expire in 2021. Assuming no further nominations, these candidates will be elected at the Fall Meeting 2018: Neil Houghton (2), Wayne Messer (21), Janis Shackelford (15) and Phyllis Wilburn (14).

VIII. REPORTS of STANDING COMMITTEES (continued)

Judges – Judy Keisling submitted an electronic report.

Since the Fall 2017 Board Meeting, AIS has lost ten accredited judges and thirteen judges have retired.

Legal advisor – Veronica Johnson submitted an electronic report.

The East Texas Iris Society is now within the AIS Group Tax Exemption. Two other groups have made inquiries about becoming part of the tax exempt group.

Library – Dave Silverberg submitted an electronic report.

Only five Board members have seen the library in Portland. The space is very cramped and located above a taco stand which continues to bathe the library in amazing aromas. Perhaps the Board will have time to tour the library when they visit Portland for the Fall 2018 Meeting. The on-going concern is lack of space for the library materials.

Photo Contest – open position

The Photo Contest will resume in 2019. Amberlee Pick, a youth member, will direct the Photo Contest. Two others have volunteered to help: Anita Moran and Cheryl Deaton.

Policy – Susan Boyce

Susan and Veronica Johnson were planning to work on a policy manual. They were also planning to compile past Board meeting motions.

Public Relations and Marketing – Bob Pries submitted an electronic report.

Encyclopedia and News & Notes are the two big projects of public relations. A new incarnation of Dave's Garden is the American Garden Association or All Things Plants. Their section on iris is a lifted copy of the AIS iris registry. It is posted on their website and we consider this intellectual property theft. Gary White will discuss the consequences with our legal counsel, Veronica Johnson. Dave's Garden claims that an iris can be searched just by color. This seems impossible, finding the name of a cultivar when searching just by color. However, if the new iris registry system (described previously by John Jones) were to use a series of drop-down menus with standardized terms and calibrated color codes, perhaps the wiki will be able to complete this "impossible" search.

At a previous meeting, the AIS Board recommended that Bulletins be sent to botanical and public gardens (e.g. Presby) to publicize the AIS. The plan was for the RVPs to locate receptive botanical gardens and Bob would send extra Bulletins to those Botanical gardens. Perhaps this topic could be presented at the next RVP meeting. Bob has five botanical gardens lined up.

News & Notes – Wayne Messer

One item in the News & Notes that scored higher on the popularity poll than the jigsaw puzzle was the list of 2016 iris registrations. Any person or club that would like to publicize an iris event in the News & Notes should send Wayne an email.

RVP Counselor report – Howie Dash submitted an electronic report.

At their meeting today they discussed filling four positions. Gary Slagle will be the new RVP representative to the AIS Board. The RVP secretary will be Sue Brown (15). David Miller RVP (20) and Belinda Carroll (7) will be on the nominating committee.

RVP representative – Beverly Hoyt

At the RVP meeting 14 regions were represented out of 22 regions. There were also 14 visitors. Several of the regions reported having problems with the AIS iris programs. Someone requested a program on Siberian iris. The Youth Chair gave a presentation.

Scientific Advisory – Bob Hollingworth submitted an electronic report.

The committee was asked to provide input on an article submitted to the Bulletin by Hiroshi Shimizu. The article presents the results by Dr. Tsutomu Yabuya on generating interspecific iris hybrids using intracellular techniques. This article was intended to be published in the Bulletin, but there were problems both with the content and with the photos. Several members of the committee wanted more information about the hybridization process and the photos didn't download properly. The article is on hold for now.

Section and Cooperating Societies – Phyllis Wilburn

Fifteen people attended the meeting! Lois Rose discussed the request by HIPS to include brochures in the Show Chair packets. Other sections were encouraged to submit brochures of information about their societies to the show chairs that could be shared with members and the

public in order to promote membership. Robert Pries talked about the encyclopedia and encouraged the affiliates and section societies to send their publications to him so they can be uploaded to the wiki Section Happenings. HIPS shared information about the National Collections managed by Charlie Carver. In the last couple of Bulletins, nine of the thirteen sections reported in the winter issue and six reported in the spring issue. One request is that the Bulletin editor or Jim Morris sends out a reminder about the Bulletin publishing deadlines. Maybe giving a month warning to the sections and cooperating societies. The section rep to the Nominating Committee will be Hooker Nichols.

Silent Auction – open position

Symposium - Riley Probst submitted an electronic report.

Riley had submitted a preliminary report at the Fall Meeting 2017, but after collecting more ballots, the final tally was made and published in the January issue of the Bulletin. The top ten irises from the 2017 Symposium ballot are Dusky Challenger, Gypsy Lord, Queen's Circle, That's All Folks, Jesse's Song, Florentine Silk, Thornbird, Immortality, Conjunction, Daughter of Stars and Silverado.

The 2018 Symposium ballot was published in the April 2018 issue of the Bulletin. Voters can use the ballot in the Bulletin or print a copy of the ballot off the website. Deadline to submit the 2018 Symposium ballot is September 1, 2018.

Youth – Cheryl Deaton submitted an electronic report.

Currently there are 389 youth members. The majority of youth members are in California and Missouri. If the adults are not passionate, then programs involving youth fail. The winner of the 2017 Clarke Cosgrove Memorial Award for Youth Achievement is Hope Winzer from Region 18. For the first time in many years, this is an AIS convention without any youth members in attendance.

Audit Committee encore – Jill Bonino

The Audit Committee report has been edited and reprinted with the suggestions and revisions as suggested by the AIS Board earlier today. Using the electronic report posted in AIS docs for the Spring 2018 meeting, these changes are:

- On page 1, #2, the word “random” replaces “spot audits”
 - On page 1, #3, the word “addressed” replaces “implemented.”
 - On page 2, #4 will read, “The Audit Committee will address complaints about financial mismanagement only.”
 - On page 2, add #5 BEFORE the section on “Spot Audits.”
- #5. “The term of office for the Audit Committee will be a rolling three-year term. Each year, the term of one Committee member will expire and a new member appointed by the President or the same member reappointed.” The number of terms a member could serve will be left to the Board.
- On page 2, #1, remove “Spot”
 - On page 2, #3 in Spot Audits, the sentence begins, “For each of the years in the three-year period.....”

- On page 2, in Recommendations, #1 “That the Board approve the items #1 - #5 above for setting up and operating the AIS Audit Committee.
- On page 3, #3 is deleted.
- On page 3, #6 is added to read, #6. “That the first task of the Audit Committee is to do a review of the 2016 and 2018 AIS Convention bank accounts and financial statements according to the “Spot” procedures described above as soon after the closing of the 2018 Convention books as possible. In the future all AIS hosted conventions will be reviewed by the Committee following the close of the Convention.”

Motion 10: that we accept the recommendations as stated in the amended Audit Committee report.

Motion made by Jody Nolin and seconded by Michelle Snyder.

Discussion: A section of the Audit Committee’s report deals with changes to the AIS bylaws.

The Bylaws Committee will accept this recommendation to change the bylaws if it is approved by the AIS Board.

Approved unanimously.

XII. NOMINATING COMMITTEE APPOINTMENTS (Gary White)

To begin working on the nominations for the Board of Directors for next year are:

1. AIS Board member, Dwayne Booth (13)
2. AIS Board member, Claire Schneider (15)
3. RVP, David Miller (20)
4. RVP, Belinda Carroll (7)
5. Section representative, Hooker Nichols (17)

Motion 11: that Jody Nolin be elected as president-elect to take office as president following the elections at the 2018 Fall Meeting.

Motion by Michelle Snyder and seconded by Howie Dash.

Unanimously carried.

XIII. ANNOUNCEMENTS

The Fall Meeting 2018, November 3 & 4, in Portland. John Ludi is the chair. We’re meeting at the Ramada Portland Airport hotel for \$85 per night. The Registration fee is \$80 which includes Friday dinner (a Home Style buffet), Saturday breakfast (buffet), lunch (Italian buffet), and dinner (choice of chicken or salmon). Sunday morning there will be an optional trip to the library, about 1.5 hour to drive there, an hour to tour and 1.5 hours to return.

Spring Convention 2019, April 23 to 27, 2019 in Northern California. Shirley Trio-Probst is the chair. There will be five private gardens, all large and a couple of which are commercial gardens. Approximately 1200 tall bearded iris and some medians have been planted. The hotel will be the Marriott in San Ramon off of Hwy 680, close to the bay area. Hotel parking will be \$7 per day. Oakland is the closest airport. Or you can consider San Jose or San Francisco. The AIS Board Meeting will begin April 22. There will be a special tour to Joe Ghio’s Monday morning early. If you want to see Ghio’s garden, arrive Sunday.

The next teleconference will be June 27 (Wednesday), 5 PM PDT, 8 PM EDT.

Form 990. Dwayne Booth showed the tax forms for the fiscal year ending September 30, 2017. Those documents could be sent as pdfs to David Cupps.

The topic of Whistle Blower or Ombudsman will become an agenda item at a future meeting.

XIV. THE MEETING WAS ADJOURNED AT 11:02 PM CDT,
April 9, 2018

Respectfully submitted,
Claire Schneider