

**San Diego County Orchid Society**  
**Minutes of the Board of Directors Regular Meeting**  
**January 4, 2018**

**Summary**

**Attendees:**

Kay Klausing, Debby Halliday, Tom Ketelaar, Myra DeTate, Bob Clark, Carol Kerr. Scott LaBouff and Pedro Sanchez were not present – Excused absent.

The meeting was held at Balboa Park - Casa Del Prado Building, Room 104. The call to order came at 7:00 P.M. by Kay Klausing, President.

**Secretary's Report:** - Tom Ketelaar

1. December 2017 Board meeting minutes had been approved via email.
2. Tom reported that two heavy-duty transport carts for use at the park shows have been received as donations. They are currently undergoing alterations and should be ready for service at the January Park show.

**Treasurer's Report:** - Myra DeTate

1. Myra presented the December financials. There were normal comments. Myra had made some of the line item adjustments discussed previously at Board and Finance Committee meetings; she pointed out those adjustments on the Balance sheet and Profit & Loss statement. Kay made a motion to accept the December financials. The motion was seconded, voted upon, and approved.
2. By January 31, 2018, Myra will be providing to those vendors qualifying, the "1099-MISC" forms reporting 2017 revenue generated by orchid and orchid related sales at SDCOS sponsored events.

**President's Items and Discussion points:**

1. Kay announced that he had approached SDCOS member, John Oswalt, regarding the vacancy in the Second Vice-President position. John is willing to serve in that position for the remainder of this Fiscal Year. Kay made the motion to approve the name of John Oswalt to serve in the position of SDCOS Board Second Vice-President for the balance of the 2017 Fiscal Year term. The motion was seconded. There was a short discussion followed by a call for the vote. The motion was approved. Kay will make the formal announcement to the membership at the February General meeting.
2. The presentation computer has been completely cleaned of all programs and the "Windows 10" operating system has been installed and is now functioning. The most recent edition of OrchidWiz will be installed on that computer; once the new secondary computer has been purchased, OrchidWiz will be installed on it also. The current secondary computer does not have sufficient memory capacity required for the latest OrchidWiz edition. In current 'technology time' that computer is now relatively 'old'.
3. Kay stated he is continuing to work on the development of the membership survey and electronic newsletter projects but has nothing more to report at this time.
4. Kay and other Board members have researched the printers currently available to be used mainly for bar-code production. The printer will be housed as Scott LaBouff's location. For the availability of some personal use on

that printer, Scott has offered to take on the task of printing the bar-code label sheets as needed. He will monitor personal and SDCOS usage.

With all the recent research on black and white printers, the Board was ready to move forward with the printer purchase and decided on the "Cannon image Class, lbp251dw" black and white printer model. Myra DeTate made the motion to spend no more than five-hundred dollars (\$500.00) out of the General Funds to purchase the Cannon printer model decided upon and an additional cartridge for the new printer. The motion was seconded, and more discussion called for. Since there had been sufficient opportunities for discussion and comments over the last few weeks and months there was no more discussion. The vote was called; the motion passed. Kay will make the arrangements for the actual purchase.

**First Vice-President Items:** - Debby Halliday

1. Debby will provide in the February newsletter information and details regarding the February meeting's main speaker, Robert A. (Andy) Cameron of Pasadena, California and a member of the San Gabriel Valley Branch of the Cymbidium Society of America. He has served as a research biologist at the prestigious California Institute of Technology 'Caltech' located in Pasadena and is on the Faculty of Caltech as "Senior Research Associate in Biology, Emeritus". He will be speaking on orchid flowers and their colors. Who will provide items for the plant table was not known at this time.

**Second Vice-President Items:** - Vacant

1. For the culture class portion of the February General meeting, Kay will be presenting material on water to use and watering of orchid plants. He plans to cover types, how often, quality, sources, minerals carried, and watering ideas for orchids that can be grown in this area of the country for both coastal and inland climates. These are questions often asked not only by new members and "just starters" but also by the more experienced. Kay promised to keep the presentation simple, on topic, and interesting enough so members do not need to bring toothpicks to hold their eyelids open!!

**Directors at Large Items:** - Bob Clark, Carol Kerr, and Pedro Sanchez

1. Carol Kerr had attended a Balboa Park presentation relating to security issues in the park, activities park visitors and various societies and organization members should be aware of in staying alert and prepared, being cognizant of the nearest exit locations, staking out a room upon initial entry, being aware of surroundings, being observant/vigilant, reporting issues, and other practices. She obtained an illustrated poster and other brochures available for information and reading. They are available in PDF format upon your request. Carol will be placing the poster on one of the storage closet doors in Room 101 for SDCOS and other users of Room 101 to review. At the February General meeting she will be sharing ideas, facts, activities she learned.

2. Carol will remind SDCOS members and anyone attending a Society meeting feeling the need for escort to their vehicles after the meeting should speak up and make the request to any Board member. Kay will be permanently listing this available 'service' on the agenda appearing on the video screen at the meetings and/or on the announcement board at the entrance.

3. At the next "SDCOS 2018 Spring Show Committee" planning meeting, Carol will be making further presentation on the status of the marketing materials along with further discussion of producing a 'memorial' T-Shirt.

4. Carol raised the question of having some type of "Members helping members" activity where SDCOS members requiring rides to and from meetings assistance, repotting of orchid plants, down-sizing of plant collections, mentoring activities, etc. would be accommodated. There are tremendous knowledge and skill-sets residing among the membership and perhaps those could be captured, grown, embellished for the benefit of not only the

SDCOS family but also the Greater San Diego Community. Organizing by ZIP code areas may be a way to research needs and Carol is seeking other ideas from the membership. If you have ideas, concerns, suggestions, etc., contact Carol Kerr or any Board member.

**Scheduled Date for the next Board Meeting:**

Thursday, February 1, 2018, at 7:00 P.M. – Balboa Park - Casa Del Prado building, Room 104. There being no further business, the meeting was adjourned. Members present stayed a bit longer for some practice for the virtual Board meetings.

**Meeting Adjournment:** 8:30 P.M.

Respectfully submitted,

Tom Ketelaar  
Secretary