

**NFSS BOARD OF DIRECTORS**  
**3<sup>rd</sup> QUARTER BOARD MEETING**

Sally Huntington, President, calls the meeting to order on 8/1/07

**PRESENT:** Sally Huntington, Doug White, Raspberry, Sharon Dvorak, Rebecca Mikel, Cecil Gunby, Lisa Murphy, Bob Peers, Laura Bewley, John Wilson, Gail Benson, Alfred Mion, Paula Hansen, Ginny Allen, Katy Dodd, Steven Stice, Tom Keegan, Harry Bryant, Danny Gonzalez, Bill Parlee

**ABSENT:** Tim Wiesemann, Roberto Rosa, Ron Castner

**RESIGNATIONS:** Steven Stice, Membership Director

**TEMPORARY ASSIGNMENTS:** Robert Mehl, Membership Director

**DEPARTMENT REPORTS**

**TREASURY**  
**Lisa Murphy**

**2<sup>nd</sup> QUARTER TOTALS**

<u>MONTH</u>	<u>INCOME</u>	<u>EXPENSES</u>		
April 2007	\$ 2,754.82	\$ 1,750.87		
May 2007	\$ 2,927.17	\$ 3,911.58		
June 2007	\$ 2,290.95	\$ 203.16		
	<b>\$ 7,972.94</b>	<b>\$ 5,865.61</b>	<b>=</b>	<b>\$2,107.33</b>

(By Department)

<u>DEPARTMENT</u>	<u>INCOME</u>	<u>EXPENSES</u>		
Bands	\$ 2,077.07	\$ 728.51		
Membership	\$ 3,213.34	\$ 263.22		
Advertising	\$ 720.36	\$ 0		
Judge's Panel	\$ 110.00	\$ 0		
Finch Shop	\$ 0	\$ 0		
Affiliations/Awards	\$ 1,633.50	\$ 789.64		
Journal	\$ 0	\$ 1614.56		
Misc	\$ 218.67	\$ 2469.68		
	<b>\$ 7,972.94</b>	<b>\$ 5,865.61</b>		

**BANK BALANCE**

Beginning Balance:	\$11,044.24
Ending Balance:	\$13,151.57
Current Balance (As of 8/1/07):	\$16,238.11

**YEAR TO DATE TOTALS**

<u>MONTH</u>	<u>INCOME</u>	<u>EXPENSES</u>		
January	\$ 7,097.53	\$ 5,868.09		
February	\$ 4,156.80	\$ 1,084.38		
March	\$ 3,778.27	\$ 2,279.61		
April	\$ 2,754.82	\$ 1,750.87		
May	\$ 2,927.17	\$ 3,911.58		
June	\$ 2,290.95	\$ 203.16		
	<b>\$23,005.54</b>	<b>\$15,097.69</b>	<b>=</b>	<b>\$7,907.85</b>

(YTD By Department)

<u>DEPARTMENT</u>	<u>INCOME</u>	<u>EXPENSES</u>
Bands	\$ 7,715.27	\$ 4,002.27
Membership	\$10,061.83	\$ 471.48
Advertising	\$ 2,348.00	\$ 0
Judge's Panel	\$ 220.00	\$ 0
Finch Shop	\$ 10.38	\$ 0
Affiliations/Awards	\$ 2,272.50	\$ 789.64
Journal	\$ 0	\$ 7,158.52
Misc	\$ 377.56	\$ 2,675.78
	<b>\$23,005.54</b>	<b>\$15,097.69</b>

(BANK BALANCE – 1/1-8/1/07)

Beginning Balance:	\$5,243.72
Ending Balance:	\$13,151.57
Current Balance:	\$16,238.11 (as of 8/1/07)

During the 2<sup>nd</sup> Quarter we paid \$2,147.40 on 5/14/07 for the IRS penalty which resulted in a larger than normal expense entry under "Miscellaneous expenses". On 7/3/07, the penalty was refunded, in full, with interest earned of \$20.33, for a total of \$2,167.33. This amount was deposited on 7/16/07. Reductions in the cost of printing the Journal, combined with continued efforts from Advertising and Membership departments to increase our income, has resulted in a bank balance of \$16,238.11. Upcoming expenses for 2007 include General Election costs, 2008 band order, printing and mailing of Affiliation Packets, 2007 awards, sponsorship of the Finch Division at NCBS, and other normal operating expenses.

**1<sup>st</sup> VICE-PRESIDENT**  
**Education, Regional Vice-Presidents**  
**Bob Peers**

The Education Department started the Question and Answer column in the journal – to date rec'd one (1) question which arrived too late to be included in the Journal without delaying printing.

Awards department activities for the second quarter:

<u>MONTH</u>	<u>INCOME</u>	<u>EXPENSES</u>		
April 2007	\$ 626.50	\$ 0		
May 2007	\$ 0	\$ 789.64		
June 2007	\$ 387.00	\$ 0		
	<b>\$1,013.50</b>	<b>\$ 789.64</b>	<b>=</b>	<b>\$223.86</b>

**2<sup>nd</sup> VICE-PRESIDENT**  
**Publications, Web Master**  
**Harry Bryant**

The NFSS informational Brochure has been redesigned to include the new logo, information on various departments, and NFSS benefits. The names of specific Officers were removed to eliminate the need for updates when there is a change in Officer(s). The goal is to create a brochure which describes NFSS and its benefits, suitable for Public Relations and recruiting, which does not need frequent updates in order to remain current.

Judging/shows/clubs portion of NFSS website was updated by Vonda Zwick and presently being tested. "Election" section has been added to include current election information, bios, and other info as rec'd.

NFSS Judge's Handbook has been scanned and is being reviewed by Harry Bryant and Tom Keegan. When review is complete, will be formatted and saved in "pdf" format for website and "Word" version for updates/changes.

On-line and mail-in forms for bands on the NFSS website have been updated; also created and supplied advertisement for 2007 NCBS Show Handbook, while continuing to investigate all opportunities for printing options for the Journal.

Have rec'd 2 proposals for liability coverage; committee will review and report at 4<sup>th</sup> quarter BOD meeting.

Need information on: current Affiliations list including add'l information on one club; updates for NFSS Exhibitor of Excellence Award, NFSS Honor Roll of Champion Exhibitors, NFSS Honor Roll of Champion Birds-Exhibitors.

<p style="text-align: center;"><b>3rd VICE-PRESIDENT</b> <b>NFSS Finch/Softbill Save/Census Manager</b> <b>Danny Gonzalez</b></p>
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FSS now has 50 members in the yahoo group- hoping for more. Description is as follows:

*This group is for members of the Finch and Softbill Save (FSS) program. The FSS program is the Nat'l Finch and Softbill Society's conservation effort, covering all species of finches and softbills kept in captivity with the exception of Zebra, Society, Gouldian, and Java Rice finches (all well-established in captivity, in both the USA and Canada). This group is a place for dissemination of information pertaining to the FSS program itself, including its purpose, administration, and guidelines, and for contacting other breeders in the program for the purpose of obtaining or selling stock and trading bloodlines within the program. Husbandry topics should be directed to the NFSS husbandry forum (<http://pets.groups.yahoo.com/group/NFSS/>) where the discussion can reach the largest audience.*

*Currently, there is no fee associated with the FSS program. The only requirement is that participants are members of the NFSS and that they adhere to the FSS guidelines and stay current with the program's required record keeping. To join the NFSS, please visit the NFSS web site <http://www.nfss.org>. To join the Finch and Softbill Save group, please join the group and include your name and NFSS number in the comments box that asks you why you want to join.*

Working on compiling a data base, both for NFSS members as well as one for the general public. Providing census online might encourage better participation. We are very fortunate to have Vonda Zwick on the FSS committee, as without her computer expertise, the recent project would not have been possible.

<p style="text-align: center;"><b>4<sup>th</sup> VICE-PRESIDENT</b> <b>Judges' Panel/Standards/Research</b> <b>Cecil Gunby</b></p>
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The Zebra Standard is complete and ready to go to the Board for dissection, have been waiting on silhouette to be included in Standard. Zebra committee continues review and discussion. Raspberry suggests Zebra Committee be provided additional time to review and discuss the silhouette options.

All but 2 judges are current on their dues. Tom Keegan and Harry Bryant are updating and transferring the Judge's Handbook to a C.D. and the website, which will include the updates made at the prior BOD meeting.

Previous budget was \$0 as Cecil planned to absorb correspondence costs associated with this position. However, requests for Judge's Forms have increased greatly and he needed to have new supply printed. As a result, he is requesting reimbursement for \$263.20. Quantity discount was offered and he purchased a supply which will carry the organization the next few years.

Alfredo Bruggerras has completed all requirements (testing, apprenticeship) as required by the NFSS to become an NFSS Panel Judge and Cecil brings his name before the BOD for approval.

<p><b>BAND SECRETARY</b> <b>Paula Hansen</b></p>
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Requesting Board approval to place year-end order which will result in this dept. being over the previously approved budget for this department. The band order form has been prepared for inclusion in the Journal and added to the Officer's Page & includes new insurance and handling rates as a result of recent postage increases. Current inventory counts, by size and color were provided. 2008 bands ordered on 7/18/07.

Researched other options for purchasing bands. Although bands are available from other vendors, they are either the wrong style, the sizes we need are not always available, their stock is several years old, pricing is exceedingly higher than what we're already paying, or the method of application is not feasible for the species our members are working with.

Increase in our purchase price for bands necessitates our passing some of this increase on to our customers – NFSS members. Evaluation of prior costs and income versus current costs and income for bands confirms this. This department contributes significantly to operating budget of the society. If we increase costs but decrease income, this impacts the budget for the entire organization. A motion made for increase in sell price of the bands (see later in this report). Paula has prepared a new form for inclusion in the Sept/Oct Journal and Harry will change Pay Pal and web site forms to reflect these updates.

Internal expenses are Journal (funded mainly by membership dues and advertising); all other expenses (bands, AFA contributions, NCBS, departmental/internal costs) are funded mainly by band sales. Contributions by Finch Shop assist, but that is not a major source of income at this time. If we decrease profits on bands, we must determine how to cover the shortfall created.

<p><b>ADVERTISING MANAGER</b> <b>Gail Benson</b></p>
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<u>MONTH</u>	<u>INCOME</u>	<u>Pay Pal Fees</u>	<u>TOTAL</u>
April 2007	\$ 540.00	\$ (2.64)	\$537.36
May 2007	\$183.00	\$ 0	\$183.00
June 2007	\$ 0	\$ 0	\$ 0
	<b>\$723.00</b>	<b>\$ (2.64)</b>	<b>\$720.36</b>

There were no expenses incurred during the 2<sup>nd</sup> quarter with the exception of \$2.64 in Pay Pal fees.

<p><b>FINCH SHOP MANAGER</b> <b>Sharon Dvorak</b></p>
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Finch Shop opened for business this quarter with Café Press products online. Our available profit is \$18.55, with another \$16 pending in 30 days. Café Press will send a check when \$25 profit is reached.

First advertisement was published in the Journal and a new ad has been provided to Katy, Journal Editor, for the next Issue. A copy of that ad has also been provided to Harry, our Webmaster, for the website.

Victory Designs has come on board as a vendor, providing embroidered items. These products, retail price, and ordering information will be unveiled in the new ad.

**LIAISON OFFICER/AFFILIATIONS**  
**Doug White**

During the 2<sup>nd</sup> quarter, there were 3 new affiliations recorded – Central Wisconsin Cage and Wild Bird Connection, Cajun Canary and Finch Club, & Great American Bird Show.

**MEMBERSHIP DIRECTOR**  
**Steven Stice**

Single Members.....	486
Dual Members .....	87
Foreign Members.....	17
Dual Foreign Members .....	2
Junior Members .....	9
Affiliations.....	38

**TOTAL: 728**

Steven Stice resigned as Membership Director on August 29<sup>th</sup>. Lisa Murphy, Treasurer, will be responsible for collecting all membership money until which time a Pro-Tem Officer can be selected.

**ADDENDUM:** Robert Mehl was appointed Pro-Tem Membership Director on 9/3/07 by Sally Huntington. His contact information is: 11108 Hollowbrook Road, Owing Mills, Maryland 21117-1379; (410) 581-7955 ; [Robert.Mehl@verizon.net](mailto:Robert.Mehl@verizon.net) .

**EDITOR**  
**Katy Dodd**

Katy is awaiting quotes for Journal production from alternate printers. Questions about the cost, timeliness, and change in printer were voiced.

Deadline for September/Oct journal is August 26th & Katy will need affiliate lists. All are encouraged to contribute articles or solicit for articles. July/August Journal was mailed on August 21<sup>st</sup>.

**AGENDA ITEMS**

**LIFETIME MEMBERSHIP – Raspberry**

Raspberry rec'd inquiry about Lifetime Memberships (history, creation of, fees). He pursued answers to the questions, presented information to the BOD and has submitted an article for publication in the Sept/October Journal in summary of his findings.

**MEMBERSHIP DIRECTORY - Rebecca Mikel**

NFSS member has submitted letter with proposal for creation of Membership Directory.

BOD discussion included current financial standing of the organization, potential for mistakenly releasing information a member didn't want released, space it would take to publish such info in the Journal, level of membership interest, time and effort to create and maintain, .potential for increasing NFSS membership, making members feel recognized, providing members heightened ability to meet other members.

Voluntary/on-line option is available – it is free and members provide their own info. Interest in this was strong initially, but died out quickly. This option requires either having a Manager responsible for all entries/updates OR having member access. Member access however, allows any members to access and edit all records, not just their own.

A committee has been established including BOD officers and non-BOD NFSS members who will return a feasibility study/proposal to the board outlining the structure for members opting in/out, how info will be collected, and in what means it will be made available to the membership..

### **REVIEW OF REGIONAL GEOGRAPHICAL AREAS – Tom Keegan**

Concerns expressed regarding lack of unequal sizes of different regions. Options may include breaking down current regions into smaller areas or redistribution of states among current Regional VP's. May require by-law changes and the By Law Review Committee will address, as appropriate. Tom offers to compile a spread sheet at some point with information regarding Regions (# of members, # of affiliated clubs, # of NFSS shows, etc.). VP's can be more effective if the numbers of members they represent are spread more evenly amongst them.

### **CHAMPION OF SECTION - Raspberry**

Raspberry reports on behalf of a committee established to investigate the details of implementing a new award which could be offered by NFSS entitled "Champion Exhibitor of Section".

NFSS currently offers exhibitors of finches and softbills 5 different awards:

1. Champion Exhibitor (50 points accumulated in 1 yr)
2. Exhibitor of Excellence (200 points during lifetime of exhibitor)
3. Champion Bird (50 points by 1 bird in lifetime of that bird)
4. Novice Award (ribbon for highest placing novice at a given show)
5. Junior Award (ribbon for highest placing junior at a show)

The Novice Award is fairly easily attainable; but, remaining awards are seldom earned. Previous discussion included decreasing number of points needed to earn any of the awards, but it was not met favorably. Winner of proposed award would earn a certificate and name published in Journal; at a later date the "prize" could be a lapel pin. Similar ideas are seen in small livestock shows

The committee has worked on discussing and compiling information over the past few months and includes: Raspberry, Rebecca Mikel, Bob Peers, Jim Heffernan, Laura Bewley, Cecil Gunby, and Bill Parlee. Raspberry will do a test run of the program for 1 year .to work out the "bugs" with no points earned during test run. Participation is voluntary and Raspberry will do all training. Points would be cumulative over the lifetime of the exhibitor, a max. of 10 exhibitors placing within a section may earn points, the exhibitor must be an NFSS member to earn points, points allocated depends on number of birds entered in the section. Raspberry recommends the bar set at a level which is challenging but attainable. The bars can be raised/lowered down the road following test-run/evaluation.

### **YOUTH SCHOLARSHIP-Raspberry**

Raspberry proposes consideration be given to the development of a Scholarship program. Options for development of necessary funds discussed, as well as setting possible limits including that the recipient is an NFSS member, we establish age limits, we establish a minimum on the number of years the recipient has been an NFSS member. Discussion on whether the recipient should be studying Avian medicine or related fields; however, those with other fields of study could also be of benefit to NFSS as a whole. One option would be to make a deposit and then allow the interest to be used for scholarship programs. If accepted, scholarships would be funded by membership donations to be managed by the NFSS Treasury. Raspberry will establish committee, investigate options, details, etc. and report back to BOD at a later date

**VOLUNTEER CLEARINGHOUSE – Tom Keegan**

Tom requests approval to begin recruiting volunteers to assist with future Board projects. He has developed an application form and a sample ad for the Journal. He will post ads for applicants in Journal and on forum(s), take apps by snail mail along with any other documents (resumes, etc.) applicants want to submit, keep a file of all applications, match Board members' requests for assistance with an applicant. Officer will be provided with applicant contact information and they are to contact the volunteer. Officers to use best judgment in what can be delegated, what is confidential, security of NFSS property. One suggestion prior to beginning is to investigate any legal liability issues.

**ASSISTANT EDITOR – Bob Peers**

A previous BOD passed a motion to appoint an Asst. Editor. Suggestion made that we seek out and appoint an Assistant for the current Editor. Harry Bryant, as 2<sup>nd</sup> VP, and Katy Dodd, as Editor, to provide input on the role of the assistant. Suggestions for Asst. Editor include pre-editing and quality-control work on submitted articles, communicating with BOD and members regarding reminders of deadlines, progress of current issues, working with 2<sup>nd</sup> VP on required web page updates and other printed materials, as well as back-up for the Editor.

**NCBS SCHEDULE**

Afternoon of Aviculture is Thursday and Cecil is requested to do a round table Judge's workshop. We need items for the silent auction. The BOD meeting will be Thursday evening; General Meeting will be Saturday morning.

**COMMITTEE REPORTS**

**EDUCATION COMMITTEE – Bob Peers**

The Q&A column began with May/June Journal. One question rec'd but was rec'd too late to include in the current issue.

**DEPARTMENT BACK UP COMMITTEE – Bob Peers**

Documents have been compiled for BOD review which includes an outline of the reporting each department would do, the schedule for doing so, and to whom they would be providing copies of their internal department documents. Also created were monthly reporting forms for each department on which they are to report sales, expenses, and inventory. Electronic vs hard copy discussed. These forms initially discussed as a result of a recommendation made during prior audit of the financial records that a standardized method for documenting financial transactions be established and utilized organizationally wide.

Harry questions format (Excel, RTF, Acrobat PDF) to assure anyone with a word processor is able to open the files. Hard copy files provide the documentation Lisa needs for records – she will insert all departmental information into spreadsheets to be used for future audits.

Lisa requests that once reviewed by the BOD and changes made, a motion be made that the Back-up Document and accompanying forms be included as "Official Documents" of the organization with the understanding that updates/changes be allowed in the future, as needed. A method for tracking Pay Pal which eases reporting requirements for officers but allows for consistent reporting of income between individual depts. and Treasurer was discussed.

Lisa is requesting all officers submitting reports to the Treasury for the month of August do so by August 25<sup>th</sup> and also use the new forms. Reports may be submitted either electronically or via hard copy/snail mail.

**ELECTION COMMITTEE – Rebecca Mikel**

Election Committee found at least one candidate for all BOD Officer positions and 2 for some. Deadline for submitting bios was August 1<sup>st</sup>, 12:00 midnight, E.S.T. All bios have been forwarded to John Wilson for inclusion on member’s forum(s) and to Harry Bryant for inclusion on NFSS website.

Rebecca, Chair, notes that including non-Board members on the committee was a positive experience and encourages those establishing committees in the future give consideration to the same. Provides an opportunity to get to know each other better and gives the member participants a better insight into some of the challenges being faced by the Board.

An anonymous donation of \$200 was made with the request it is used to assist with the costs of postage for the General Election.. Ballots were mailed the week of August 27<sup>th</sup>. Gail Benson, Advertising Manager, worked with the printer on completion of this project and her name and return address is on all envelopes. Any envelopes unable to be delivered will be returned to her and an immediate comparison made with the Membership Directory.

**BY LAW COMMITTEE – BILL PARLEE**

The By-Law Committee has been formed and consists of Harry Bryant, Katy Dodd, Rebecca Mikel, Lisa Murphy, Tom Keegan, Bob Peers, and Doug White, John Wilson, with Bill Parlee as Chairman.

All members have rec'd an initial revision of the By-Laws. This revision will be further revised paragraph by paragraph after receiving input from all committee members. Presently, there is no time line in which to complete this process as several committee members are also on other committees. A final draft will be submitted to the BOD for approval.

**MOTIONS**

NUMBER	MADE BY	2 <sup>nd</sup> BY	MOTION	RESULT
2007-18	P. Hansen	Raspberry	Increase Band budget by \$2200.00	Pass
2007-19	P. Hansen	L. Murphy	Increase band pricing ( <b>See below</b> )	Pass
2007-20	H. Bryant	B. Peers	Committee be formed to review NFSS regions and present findings at next BOD meeting	Pass
2007-21	L. Murphy	P. Hansen	Approve increase of 2007 4 <sup>th</sup> VP budget by \$263.20 to cover cost of judge's forms.	Pass
2007-22	R. Mikel	R. Peers	Approve back up documents ( <b>SEE BELOW</b> )	Pass
2007-23	B. Peers	R. Mikel	Alfredo Brugerras be accepted as NFSS Panel Judge	Pass
2007-24	B. Peers	Raspberry	Approve minutes of 3 <sup>rd</sup> Quarter Board Meeting & adjourn meeting	Pass

**BAND PRICING:** Increase band pricing to \$4/string for aluminum bands and \$2.20/string for plastic/split bands”.

**BACK-UP DOCUMENTS:** The Back-up Procedure and associated forms (Income Report, Expense Report, Inventory Report) be accepted as “official documents” of the organization. Minor revisions as necessary and appropriate of the associated forms may be made by the Treasurer. Any revisions to the Back-up Procedure require BOD discussion/approval. Any and all changes to the procedure/forms shall be updated in the BOD forum files section”