



# BOARD OF DIRECTORS MINUTES

## September 3, 2024



**Call to Order** - Andrew opened the meeting at 6:04 pm.

**Present:** Andrew Pelkey (P), Heather Linehan (VP), Dave DeJohn (PP), Maria Rainey (S/T), Cori Cahow, John Crooks.

**Absent:** Donny Piccirillo.

**Professionals:** Kathryn Huff (Exec. Director/BM), Mike Barwell (Ed. Chair), Amy Papinau (Ed. Coordinator), Abby Zuidema (Cert), Annette Zamarchi, Lisa Mitrano.

### Review and Approval of Minutes – August 20th, 2024

*Motion to Approve – Dave*

*Seconded by – Cori*

*Unanimously Approved*

### Review and Approval of Treasurer’s Report – August, 2024

- Checking Account Balance – \$22,656.19
- Savings Account Balance – \$3,102.53

*Motion to Approve – John*

*Seconded by – Andrew*

*Unanimously Approved*

The checking account is a little higher than what is being reported. Some funds were being held in relation to field day expenses, so the balance is actually approximately \$4,000 higher. This increase will be reported next month.

### Education Coordinator Report – Amy Papinau/Mike Barwell

- See Field Day notes.

### Certification Coordinator Report – Abby Zuidema

- Eighteen People have been attending the plant ID class, and nineteen have currently paid for the exam. The exam will be at Millican.
- Abby will put out an email to certifieds to ask for volunteers with helping set up for field day.

### **Administration Report – Andrew Pelkey**

- NHLA Contracts:
  - Business Manager Contract issued to Kathryn, with Pam officially done as of August 31<sup>st</sup>, 2024. A vote was taken to approve Kathryn as the new Business Manager/Executive Director.

*Motion to Approve – Dave*

*Seconded by – Cori*

*Unanimously Approved*

- By-Law changes:
  - Andrew has drafted a second revision for the by-laws to change membership payment from member action to auto-renewal, and eliminate the option of check payments. A board vote was taken to send this revision out to the members for an official vote.

*Motion to Approve – John*

*Seconded by – Dave*

*Unanimously Approved*

### **Newsletter and Website Editor Report – Carolyn Isaak**

- Newsletter deadline – Due the 10<sup>th</sup> of every month

### **Other Business**

- Field Day:
  - There are one hundred and twenty-six attendees signed up thus far. The NHLA is waiting on a few extra vendors to register from Lisa's contacts.
  - Board members and volunteers to arrive at the fairgrounds on the day before Field Day for setup, and breakdown the day of.
  - Task list for board members confirmed, and everyone has roles for the day of.
  
- Golf Tournament:
  - Attendees are requesting a second tournament. Pam to stay on as Golf Tournament Manager, and will be discussing options with the golf tournament committee.

Adjournment – The meeting adjourned at 7:12 pm.

Submitted by: **Maria Rainey** - *Secretary/Treasurer*

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**NEXT MEETING: Tuesday, October 1st at 6:00 pm**

**North Point Outdoors, 22 Ashleigh Drive, Building A, Derry, NH 03038 and Microsoft Teams**