

Board Meeting Agenda Thursday, 25 January 2018

MAW Board Minutes 1/25/2018 started at 6:46pm

In attendance: William Needham, Elizabeth Hargrave, Tom McCoy, Thomas Roehl, John Harper, Jared Urchek, Bruce Boyer (on phone), Agnes Demianski, Connie Durnan, Mitch Fournet, Barbara Karpas, Michel Dong (on phone)

I. Minutes William reviewed 30 November 2017 minutes

II. Reports of Officers

a. Vice- Harper

- John talked to Brookside gardens, our originally scheduled date is October 7th, but discussed alternative dates. We can have any Sunday in July or August except the first Sunday of each month. August might be a good time.
- William- we will do the calendar together; work it out with other other events. [Near end of meeting, we decided that August 26th would be a good time for the mushroom fair]

b. 2nd Vice- Fournet

- Got the new projector, this one has a speaker, so if people have a video, it may amplify the sound better than the laptop.
- William- I have a microphone that we can use.
- Mitch- I didn't print a receipt, will get back to Elizabeth later for reimbursement.

c. Treasurer- Hargrave (brought a hand out)

- William wants to show the 2018 budget at Feb. meeting.
- Elizabeth- Final accounting for 2017 – should I count the projector?
 - William- it would be better for 2018
- Elizabeth- things went well, we made money because of NAMA and we were under budget for a few things. The handout is similar to what we discussed in November. Did well on membership.
- Mushroom fair was over budget.
- Sequanota made money because we were conservative in rates due to loss from 2016.
- Sent \$1000 to Mycoflora today, this is on 2017 budget.
- Wild Apricot is enabling us to get donations, so it kind of pays for itself.
- John- when explaining to members in Feb, have a bulleted list of explanations for any deviations. That is what people will have questions about.
- Bruce- have you received any info from Steve (NAMA) about number of members and our dues? I will send him a request that he make a request based on the info I send him.

d. Secretary- Demianski – nothing to report.

e. Membership- McCoy

- Current membership = 131 family, 205 single, 2 lifetime, 1 science advisor = 339 active as of today.
- John- do you have any sense of people who expired, how many have renewed?
- Tom- no.

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- John- I think our renewal rate is probably higher than previously since people can do it online, don't need to send a check or come to meeting.
- f. Culinary-Tasting- Dong (email message sent before board meeting is highlighted in grey)
 - Not sure what the budgeting for culinary has been historically. The dates were chosen because that is the only date available in May, and Nov 3rd is first Saturday in November and Sandy Springs wanted to highlight MAW for spotlight.

I have confirmed the following dates for Sandy Springs Museum use:

Saturday MAY 19th, from 0800 (set-up early) to 1300 (vacate by 1330). \$65.00/hr = \$325.00

- this date is also Armed Forces Day
- People that can't make it in the morning on the May date, could make it in the afternoon in Nov.

Saturday NOV 3rd, from 1000-1700 as part of the Extravaganza Day for Sandy Springs Museum. \$65.00/hr = \$455.00

- This is for a little longer time, so rate is higher.
- this is part of the SSM showcase to share promotion. They will advertise MAW, and promote prior membership sign-ups to participate in the tasting event. Public interaction is part of this event, and some displays of Fungi/Mushrooms, cooking, be good in the woods, etc. is our contribution.
- As a longer event, casual speakers will be of great value to mingle with the public and answer questions.
- I have not spoken with Phillips Mushroom Farm yet; however, do not see any issue with providing them table space for info.
- If we have contacts with publishers, their books and field guides can be displayed for purchase, and they can be on-site for conversation and promotion.
- I mentioned that public, per se, is not invited to the tasting because of liability, but he is willing to promote prior sign up to MAW. If it works, this would promote membership. They have twitter and facebook for advertising.
- Want to lock in dates with partial payment.
 - William- yes, agree. We should send at least an hours rent. We should get a document so we know who to write the check to. Is it a treasurer function to send \$?
 - Elizabeth- we should ask for an invoice. In the past they have sent some sort of document.
 - Michael- should I ask him to send an email?
 - Elizabeth- yes. Send to treasurer at MAWDC dot org.
- Elizabeth- I have a question on the public spotlight idea. In the past we have sold out and have had to turn away MAW members. They have a strict number of people allowed in the room we use.
 - Michael- I think they will have other events that day to, people will be moving through
 - Elizabeth- we could have fit more people in the room last year.
 - William- it is also a longer timeframe.
 - Connie- we could have two groups that go through.
 - Mitch- and we are welcome to the rest of the museum.
 - Michael- if it does get crowded, people will move out.

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- Elizabeth- the way we have paid for the room rental is by charging admission to the event.
 - Michael- I envision two tables that public could access, but tasting is bracelet only.
 - Elizabeth- one level designated that paid for tasting.
 - Michael- I'm always concerned at liability. I want their program to be successful, but do not want liabilities for MAW. I think Sandy Springs understands that.
- Bruce- since we are accommodating the date and more people, are they willing to give us a discount on the rates?
 - Michael- good idea, part of that is that Sandy Springs said the pre-promotion would start months in advance. If there will be no discount, I'd like to see hit stats for their sites.
 - William- I think we would benefit more from the extravaganza than they would. I am okay with the normal rate.
 - Michael- I asked, and the shared promotion makes up for any discount they would consider. Advertising for MAW needs to be predominant for that day.
 - Bruce- I am satisfied with your answer.
- John- are we going to have more space for the displays than for the people who cook.
 - Michael- There is space for 12 cooks. The expansion for space for information and displays could go into hallway or other space, but need to talk to Sandy Springs about that. There is a big room directly across. Last year, that was use for costumes, if that is not full, we could use that. And the other side would be for cooking.
 - John- I think that would be good. To separate the cooking from the displays.
 - Michael- I'll go talk to Sandy Springs, maybe walk through the facility, we could figure that out, and then lock him into that.
 - John- by expanding the space, we are effectively getting a discount.
 - Elizabeth- if there are a lot of people milling about, it would be good to have a single access point for people getting food.

Sandy Springs Museum will have tables and chairs available, and early set-up is possible for both dates.

Payment or partial payment (balance on performance date) to Sandy Springs Museum should be done ASAP.

Stoves are not determined as of this time. An accurate count, functionality check, and storage location should be performed and signed off for forward use.

- New butane stoves can be purchased for \$19.00-\$25.00/ea. , some features differ slightly, but they all put out 8,000 btu.
- butane cartridges in packs of 4 are about \$14-\$18.00. A minimum of 4 packs should be on hand for each event.
- Plates, bowls, cups, plasticware will account for about \$100.00
 - John- we have 14 stoves and general supplies for cooking. 14 cooks is adequate. Others bring without cooking there.
 - William- plates, bowls, cups, plasticware?
 - John- we might need to buy more of a few things.
- John- we have 18 butane cartridges, plus all the stoves are loaded.
 - Michael- that sounds good for May. For Nov, we may need to purchase more.

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- John- I carry around a few stoves for forays and other events, so yes. We probably ought to buy a whole case if someone has a place to store them.

I have not driven up to Phillips Mushroom Farm yet, although I have sent an email to see when a good date would be to tour the facility and discuss the partnering for the events, and promotional considerations. The farm is about 132mi from my place if anyone wants to join in on the trip (Waldorf, MD to Kennett Square, PA).

- Michael- would like to go up there, but waiting to identify a convenient time, and also let them know about promotional consideration in November.
 - John- they sometimes give us display material, but they don't deal with the public, they are a wholesaler. They are happy if we acknowledge them, have some of their brochures.
 - William- are you intending to do that for both events?
 - Michael- I can do it unless someone else wants to do it.
 - William- I live in Columbia, could go with you on one or both, depending on timing.
 - Jared- there is an old growth forest near that area that would be interesting to do a foray.
 - William- we would have to work around Michael's chosen date because the purpose needs to be picking up the mushrooms for the event.
 - Michael- I have neighbors who have extra refridge space.
 - John- it will be 15 or 20 cases or cases. It fills up a whole fridge.
 - Elizabeth- we could split them up between Michael and John, so people can pick them up from either geographical area.
 - William- we've never had a morning tasting.
 - John- call it mushroom brunch
 - Michael- who does the call for cooks?
 - William- I think the culinary chair leads that. It works through the email system, can talk to Tom.
 - Tom- when people sign up for the event, that is when they designate themselves as a cook. We should have the event scheduled on the site in advance.
 - William- I will bring it up at the next meeting.
 - John- historically it is not hard to get cooks, but it is often the regulars. Recently, some new people have cooked. It is hard to get commitments for cooks far in advance, but as long as people know it is happening, people sign up.
 - Jared- we typically do a foray before each events, but with a morning event, that might be early.
 - Tom- you could run it concurrently. Is there anywhere close to the site we could go?
 - Mitch- last time we went lake frank Bernard.
 - William- we could have a foray after the event.
- g. Programs- Durnan
- We have April and May set. April- Albert will talk about his trip in Spain, will show photos that have been made into stamps throughout Europe. In May, Matt Nelson will talk about Lichens.
 - William- I have a tentative identification meeting for September, it could be October.
 - Connie- Sept for identification is ok.
 - Connie – We want to have a meeting in VA- central library is open again.
 - Thomas- Lee community center (on Lee highway) seemed like the best.

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- Connie- I like Walter reed.
 - Thomas- if we could find a resident in Arlington, the cost is much lower for a resident.
 - Tom- have you thought about having someone to talk about mycoflora? Richard Jacob from Pittsburg club could be a possibility. He has given talks to other clubs.
 - William- Martin has a recommendation for someone from CA.
 - Elizabeth- the idea of having someone from Pittsburg would be nice since they are a club, we could learn from their experience
 - William- the MD biodiversity database people have been asking for our participation. We could have a section there.
 - Sequanota is Sept. 22-23.
- h. Forays- Urchek
- Jared- The idea of a foray after the morning tasting is a good idea.
 - Winter foray- good to do another one.
 - Tom- I like the idea of one before the Feb. meeting.
 - Jared- someone else would have to lead that.
 - Mitch and Thomas are probably available.
 - Tom- a foray around kennet square would be good if we scheduled it around their fair, which is Sept 9-10. We could partner with Eastern PA mushroom club.
 - Jared- I'm trying to do more forays in old growth forests. And thanks to Matt, I sent some emails to state parks in regards to Belt Woods.
 - Jared- We've never worked with reagents, right?
 - Mitch- I made sets for people.
 - William- Martin used to walk around with that.
 - Jared- I think it would be nice to have reagents available for forays.
 - William- Morel forays will start in April?
 - Jared- yeah, need to look at last year's schedule.
 - Tom- how about going out to civil war battlefields with William?
 - William- I leave the locations to Jared. In my walking around, I haven't seen much that seems like good mushroom habitat. I'll have a lot of experience after this year.
 - Elizabeth- there are civil war forts in DC, naturalist society goes there.
 - Tom- have we defined the process of scheduling forays? Can we put together a cheat sheet?
 - William- I offered that Foray Chair has to be responsible. Other people can lead, not worry about website. As long as Jared is okay with that, that should be the way it should work.
 - Jared- I think the cheat sheet idea is a good one anyway.
- i. Newsletter Editor- Roehl
- Plan for next newsletter in Feb.
 - William- I have a couple article possibilities about poisons. I will send something.
 - Thomas- will also use chaga wine recipe and an article on the mushrooms in my backyard.
 - William- could write about MAW's involvement with the woman whose dog was poisoned and died.
 - Elizabeth- even an article about people in MAW and their participation in the poison control network.
- j. NAMA Trustee/NAMA Foray- Boyer
- Bruce- Sandy Shine, Past Chair of the NAMA Education Committee is assembling listings from the Regional Trustees for the committee to use in their outreach efforts.

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Please send me an email. I listed the ones that I use. She asked for field guides and online resources too.

- Bruce- On status about the budget, we owe NAMA for 2016. We have about \$225 or so that we can send the last check we owe. I have confidence that he will put together a summary that makes sense.

III. Unfinished Business

1. Identifiers – Nominees and process

- William- No one has come forward to become an identifier.
- Bruce- we've done what we need to do, I recommend we take it off the agenda and handle it through the identifier group.
- John- apart from announcing it at the meeting, have we sent out an email? Would recommend it.
- Tom will add a bullet to the next meeting announcement.

2. Purchase of materials – vouchers, banner, projector, leaflets

- William- Mitch got the projector, Connie got the business cards. Bruce was going to do vouchers.
- Agnes will resend the brochure and request for people to update sections.
- William- for the banner, we should have that for the tasting in May.
 - Connie and Tom are working with vistaprint.
 - Elizabeth – budgeting \$200 for brochure and cards. How much is a banner?
 - Tom- \$80?
- Tom suggests MAW merchandise. (t-shirts, hats, etc.)
 - Elizabeth- I like the idea of having merch, but not the idea of handling the money.

IV. New Business

1. Board Rules 2018

- Bruce- vote for same as last year.
- William- all rules are the same, but changed dates for board meetings to be consistent for months that have five weeks.
- William- I listed the MAW identifiers in the board rules.
- Elizabeth- do we want to put anything in for the process for new identifiers?
 - William- the requirement for this is annual. The process doesn't need to be added annually, the people who are designated should.

2. Budget for 2018

- Elizabeth- Estimates are based on income seen previously.
- Mitch- would having a meeting in VA increase our library rental?
 - Elizabeth- yes.
 - William- move it up to be an even \$1000.
- Elizabeth- The hospitality budget has increased for this year.
 - Barbara- I did buy food for mushroom fair volunteers.
 - Elizabeth- that is in the mushroom fair money.
- Elizabeth- I will adjust tasting expenses based on what Michael just gave us, can also adjust income.
- Elizabeth- mushroom fair
 - Connie- we may need to buy new table cloths
 - Mitch- should we buy clips too?
 - John- I have a bunch of plastic covers, probably from tasting in the fall.

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- Elizabeth- I'll bump up the budget a little. For the mushroom fair we don't budget to break even, since we don't charge for anything.
 - Elizabeth- we have an education line item.
 - William- it is worth keeping, something always comes up.
 - Elizabeth- budgeted \$500 for mycoflora.
 - William- that makes sense.
 - Elizabeth- the supplies we have will be enough?
 - Mitch- we have a lot of watmann cards.
 - Elizabeth- For board discretionary spending we always have \$500 allocated. In 2017 we made money on several books that we sold.
 - Elizabeth- some fees are set, and predictable.
 - William- I move that we approve the budget as submitted by Elizabeth.
 - All present board members approve.
3. Library status and function (12/22/17)
- William- I think the current practice, bring stuff in and checking stuff out, is not working.
 - Mitch- I don't think people should check them out.
 - William- one idea is to involve the Kensington library; we would like to explore ideas to have room in the library as an asset. The second idea is to have the books that we really use, field guides, and have a couple of copies of each that are available at each meeting so that people can look up the mushrooms we are talking about on the tables.
 - William- the real purpose of the library is to augment the programs. The identification meetings take advantage of a lot of books.
 - Tom- working with the Kensington library is an interesting idea.
 - Elizabeth- we could tell people that there are books in the library and they could check them out before meetings.
 - John- they could be non-circulating.
 - Elizabeth- but then we can't take them downstairs.
 - William- I just wanted to bring up the idea that we need a different way to do this.
 - Elizabeth- we should ask again for people to return what is checked out, then we need to dissolve the library by selling the books.
 - Mitch- that would be a good thing to do at the mushroom fair.
 - Elizabeth- he can continue allowing him to bring the remnants of what does not sell, if he does not feel it is a burden. We could also have him sell them as part of his role.
 - William- I will have to bring it up with him if he is there.
4. Nonprofit trip to Mexico (1/8/18) – not discussed
5. Baltimore chapter of MAW? Baltimore Foragers MeetUp is going defunct – over 700 members (Harper)
- John- Meetup- Baltimore Foragers is disbanding. We should reach out to them to see if there are people who would want to start a Baltimore branch.
 - Jared- should we have some forays in that area?
 - William- I have ideas for a meetup group some time this year.
 - John- I'm a member of that club. I could step in and keep it alive, or send some emails to migrate them to us.
 - William- introduce them to our website.
 - Elizabeth- if there would be a Baltimore branch, it needs to be a local Baltimore person to organize it.

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- John- I could migrate them to one of our meetups – we have three free sites.
- Elizabeth- my impression was that the meetup was disbanding because it wasn't very active.
- John- we are not doing out reach to Baltimore.
- Elizabeth- If someone from Baltimore comes to us to mooch resources, we could offer out meetup site, but I don't see it happening the other way around.

V. Reports of Special Committees, Projects, and Forays

1. Mycoflora Committee (canine fatality)

- Bruce- got a procedural email from S. Russel about how money is submitted, how voucher specimens are submitted. We have two open projects – the canine fatality, go ahead and submit.
- Bruce- the other project we have is the Sequanota project. I have a fungarium set up in my living room with the specimens. Someone can go into my house, otherwise when I get back to VA in April-June, I can submit them then.
 - Thomas- I could probably do that.
- Bruce- Mitch has the watmann card, those can be submitted, just do it separately than the canine fatality.
- Mitch- I saw the email about the process, they also were pushing the tubes.
- Bruce- they also offered the vials if we didn't have watmann cards.
- William- it seems like it might be worthwhile to have a mycoflora committee meeting at some point. Should occur again at Sequanota, but also one here to get ideas about how to accelerate this. Seems like we ought to step up.
 - Bruce- I don't feel like I am qualified to be chairman, but I have the info needed to get us started. We should elect a chairman for at that meeting.
 - William- you have gone above and beyond, to get us to commit the funds. I am at a loss, because I was not at Sequanota. This is tied to forays, since it is tied to collecting. If nothing happens by the end of the year, I will call the first meeting. I would like to get through our first sequencing. And we need a strategy and what the process is, who does what.
- Bruce- with that in mind, I should keep the samples; committee should meet to decide where to send the samples.
 - William- yeah. Better to stand back to wait what the options are.
- Tom- it includes archiving?
- Elizabeth- are we archiving everything we find at forays?
 - William- no.
- Bruce- the goal is for each club to select a project area, either a species or geographic area. We selected Sequanota because we have a 20yr history there. We need to bolster our ability to describe what we submit. The better that our committee can focus what our interests are in the short term, the better off we will be.
 - William- we said Sequanota, but no history of documentation of that. And it is in western PA. It seems to me, the mission would be valuable if we did something in this area.
- Bruce- we do need to have a meeting.
 - Jared- I could host a meeting.
- Mitch- we have a history at Scott's run.
- Bruce- at the moment, Martin has agreed to be the chair, we need to get him involved. We should relay this to Martin, have him set up a meeting.
 - William- I will discuss with him.

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- John- we should also have a something that gets the membership involved. We could focus on morels.
 - Mitch- we should decide that at the mycoflora committee meeting. The ITS primers don't work well for chanterelles.
 - William- I think membership involvement might be year 2.

VI. Adjourn at 9:38pm

Future Board Meetings: 29 March, 31 May, 30 August, 29 November