

## Board Meeting Agenda Thursday, 29 March 2018

### MAW Board Minutes 3/29/2018 started at 6:43pm

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

**I. Minutes** William reviewed the 25 January 2018 minutes.

### II. Reports of Officers

- a. Vice- Harper:** Created a new Meetup called “MAW Cooking Lab” only for MAW members. Objective is to organize smaller groups when mushrooms are found or to practice recipes or preservation methods. Would be glad for Michael to be involved.
- Bruce- If the cooking is a MAW event, we will need a MAW identifier available.
  - Elizabeth- Then we probably need more identifiers.
  - Bruce- Must be unofficial event, no MAW official should promote the edibility. If each individual makes a decision on their own, that is different.
  - William- good questions raised. We have all gathered wild mushrooms and eaten them, if they are a group from MAW, would that trigger the MAW-sponsored event.
  - Michael- Assumption of risk; reminds me of what we do in San Diego. When we get together, it is non-sanctioned group get together to share knowledge. We are all members, but it is specified as non-sanctioned event, more like a social event.
  - Thomas- more like a ‘no life guard on duty’ situation.
  - Bruce- can’t have MAW officer advertising the edibility.
- b. 2<sup>nd</sup> Vice- Fournet** (absent)
- c. Treasurer- Hargrave** (brought a hand out and emailed treasurer’s report): We are right on track with membership income, same as last 2 years in March. Everything else is on track. High spending levels in some areas are predictable. Paid NAMA dues.
- William- good handout. Don’t see any large expenses. We haven’t paid for any speakers.
  - Connie- if we get Tom Volk, that will be an expense.
  - Michael- did you get the invoices for culinary?
    - Elizabeth- I don’t have an invoice from Sandy Spring, so please follow up. If they take Paypal I can do it that way, or I can send a check.
    - Michael- can give him a call in the morning.
  - John- There are some constraints about getting a refund for Kensington Library, need to check on that if we want to move to VA for June.
- ACTION ITEM for Michael + Elizabeth:** Get invoice for Culinary event and pay.
- ACTION ITEM for John-** I will fill out the tax form, 990.
- d. Secretary- Demianski** – nothing to report.
- e. Membership- McCoy:** Active family memberships 135, lifetime 11, single 210, 1 science advisor.
- Bruce- We’ve only given out three ‘real’ lifetime memberships.
    - Thomas- Yes, easier to keep board member accounts as ‘lifetime’ members, but they are not actual people.

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- John- Why wouldn't I log in as myself? If I have a second account, it gets confusing.
  - Elizabeth- As the person who doles out admin roles, I prefer one set of email address that keeps admin privileges. When new board member takes over, they get the account and password.
  - Thomas- I prefer to send out official emails from the newsletter email address.
- Bruce- if anyone would like to nominate a new lifetime member, we can discuss that.
  - William- I nominate Jon Ellifritz.
  - Connie- I second it.
  - Board votes yes unanimously.
  
- f. **Culinary-Tasting- Dong:** May 19<sup>th</sup> is around the corner. When do we start advertising. At the April meeting, we should advertise for cooks to sign up. Event is 8am to 1pm, doesn't kill everyone's day. Do we advertise on the website or email notification?
  - Tom- We should have the web page enabled so people can register if we announce at the meeting. I think Corrine sent an email for how she set up the page for how to set up the page for the event.
  - Michael- when cooks register, are we limited to 12 cooks? I think 12 is a good number.
    - William- agree, 12 is a good number.
    - John- in terms of number of cooks, they can cook at home if the mushrooms are store bought or inspected. I don't recall having more people who want to cook than can fit in.
  - Michael- with attendees, is there a finite number?
    - Elizabeth- Corrine was given a limit by Sandy Spring, and she was trying to figure out the no-show rate to see how much we could overbook.
    - Connie- nobody does a head count, but it would be a legal problem if there is a fire.
    - Michael- 10% overbook number?
  - Connie- We tell are cooks to make enough for fifty tastes.
    - Elizabeth- We could bump up what we tell the cooks.
    - Michael – Lets keep it at 12 cooks, 50 attendees, I'll contact Sandy Springs for exact number, but for the room size, it is probably around 72.
    - Bruce – So we really need 62 tastings, the cooks get to eat too.
    - Michael- Last year it seemed like most of the cooks overcooked.
    - Connie- yes, I never feed for 50, I just cook plenty.
  - Michael- Will contact Phillips, do they have a general package, or do we send them a list of what we want?
    - John- I give them a list, I can send that to you.
    - Connie- They give by the case, if they could give us the mushrooms on the growing substrate, that would be nice. They also give us their brochures, etc.
  - John- I would send out emails, even now, to let people know the registration is up.  
**ACTION ITEM for John:** send Michael list of mushrooms to request from Phillips  
**ACTION ITEM for Michael:** enable web page for Tasting registration by Tuesday so we can announce it at the monthly meeting.
  
- g. **Programs- Durnan:** I can no longer put up any guests. The first one is Matt Nelson who will be here in May. He is probably bringing his girlfriend. I can pick him up. That is 1st of May, but I will let you know when he is arriving.
  - Tom- I have it as May 8<sup>th</sup> on the website, we need to check with the library.
    - Elizabeth- we have the library reserved on May 1<sup>st</sup>, not May 8<sup>th</sup>.
  - Tom- is he coming early? It would be nice to have a lichen foray.
    - Connie- yeah, I mentioned that, it is a possibility.
  - Connie- I pick them up at the airport, but I don't go to BWI.

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- William- I'm reasonably close to BWI, I can do that if needed.
- Connie- Allan Badiner from Big Sur, CA is a newly recruited speaker for November. He is also psilocybin. I need a July speaker; we could have someone talk about cleaning and preserving mushrooms.
  - Bruce- We could have an ID meeting.
  - Tom- We could have a photography meeting. Barbara is in a photography club.
- Connie- Michael Castalano, a truffle guy from CA will be in town from April 17<sup>th</sup> to May 11<sup>th</sup>. Not a speaker, but we could do a foray with him. I assume we would give him a stipend.
  - John- is that the right time of the year?
  - William- that would be Jared's responsibility.
  - Connie- I'll contact him, but I'll give Jared the info.

**ACTION ITEM:** Connie will put Jared in contact with the truffle expert to arrange a foray.

- h. Forays- Urchek:** Could have a foray this weekend, but it is Passover/Easter. We will have a foray every weekend after that.
- Tom- is it worthwhile to have a foray this Sunday so we have stuff for the meeting?
    - Jared- if someone could lead one, I will be out of town. Also there is not much up.
  - Thomas- I found a false morel last weekend.
    - Connie- we might have a decent morel year.
    - Jared- the ground is 45deg.
  - Connie- we should be able to find oyster now.
  - Tom- Are we doing a front royal foray? When?
  - Jared- first rock creek park.
    - Connie- Scratch Rock Creek park, they watch during morel season.
  - Jared- okay, Front Royal will be the 22<sup>nd</sup> April.
    - John- That seems early.
    - William- I don't think there is any science behind when we go. Whenever we can manage, we should do it.
  - Connie- if you announce a week ahead that we are going to Shenandoah, none of our club members should go early.
  - Thomas- did you take any pics during last weekend's foray? If you want to share any on Facebook, we have a March album.
- i. Newsletter Editor- Roehl:** Sent out last one recently. There is a suggestion of doing a poisoning article about the incident with the dog. The next issue will be in May.
- Tom- I have an article for the next newsletter. Is there a word limit?
    - Thomas – 2-3000 words. 2-3 pages.
    - Bruce- you could break it into two sections.
  - Thomas- If Michael C. is going to name a mushroom after one of our members, that would be good to put in the newsletter, I will contact him.
- j. NAMA Trustee/NAMA Foray- Boyer:** I put out a request for field guides that we use in our region, didn't get any replies. I think I have a decent list, but I don't have an official name for the Boriso's guide.
- Connie- as 2<sup>nd</sup> VP of NAMA, I am now in charge of the nominating committee. I've given Jared's name as a candidate. There are a number of positions open, including toxicology. I'd appreciate any names from outside of our club. The facilities for the NAMA foray are dorm style, and there will be a block of hotel rooms. The forays will be outside of Salem, about an hour away.
  - Bruce- we still have not submitted a treasurer's report for the Sequanota foray.

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### III. Unfinished Business

#### 1. Purchase of materials – vouchers, banner, brochures

- Agnes- I updated the brochure.
- Connie- I'll check it for spelling now.
- William- Do we know how to print the brochure?
- Bruce- I will do the vouchers, so I can get an estimate for the brochures too.
- William- how many brochures do we need? 200, 500, 1000?
- William- what about the banner?
  - Tom- the banner will be ready by the tasting.
- William- eagle fest if May 12<sup>th</sup>, we will use the old banner.

#### 2. Library Status – Farr books to LaSala

- William- David Farr sent email that he has books to give away. Ray has the books now. The library and its future is still unfinished business.
- William- I talked to Fred. I think the best plan would be to make an arrangement with the Kensington Library. To do that, it needs to be someone from Montgomery County; a resident.
- John- I can do that.
- Elizabeth- this would be a book donation.
- Tom- only Montgomery County residents would be able to check them out if they went into their system.
- Connie- and if they aren't checked out regularly, they could get sold.
- Tom- I can go there early, before the meeting to see what the options are.
- William- it seems like we have standing to make the request.
- Bruce- we'd like to have it available for our meeting. They aren't open the whole time we have the meetings.
- William- the details of the arrangement would have to be worked out.
- Bruce- we could buy a locked cabinet, if they let us keep it there. I think the total is around 200 books, but physically we only have ~40 right now.
- Connie- or we could just sell them to members.
- Elizabeth- We can't just let people walk out with the books, they will never return them.
- William- The locked cabinet would be ideal.
- Elizabeth- but would they only be available at the meetings?
- William- I don't think we want to be in the business of checking stuff out.
- Bruce- then we shouldn't have a library.
- Connie- I typed a list a long time ago of what books we had. He also has so many magazines. We should keep the books on identification only, and we use them for our ID meetings.
- William- that's an option 'post-library'.

#### 3. June meeting in Virginia

- Thomas- I haven't looked at locations since last meeting. George Mason may not be best place due to parking issues.
- Connie- Central Library and Walter Reed community center are still options.
- Thomas- None of the Fairfax county libraries are metro accessible.
- William- We only have about a month left. To decide. We need a viable location soon.
- Connie- Then we just do it in Kensington.
- Connie- we need a VA person to do it. Arlington or Fairfax.

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- Bruce- we've had tastings near Fairfax and people don't come.
- Tom- maybe we should table it.
- William- we're creating a difficulty that is not productive.
- Connie- we should keep looking for a location and then find a speaker once we have the place.
- Tom- do you know Shannon's topic?
- Connie- I don't know yet.

### **IV. New Business**

#### **1. Posting board minutes on website (2/7/18 LaSala)**

- William- I was asked a question about if they are up there?
- Tom- I have been adding the minutes, but you have to log in to see them.
- William- and that is what we want.

#### **2. Donation outreach (2/7/18 Rimas meeting suggestion)**

- William- Because I mentioned donations at the last meeting, Rimas brought up the idea of promoting the idea of donations.
- Elizabeth- Currently, when you sign up or renew your membership, you are asked if you would like to make a donation.
- Connie- I think that is enough.
- William- This suggestion was to be more pro-active, the more revenue we have, the more we can accomplish.
- Bruce- Are we running a deficit?
- Elizabeth- After last year, no, but sometimes we do.
- Bruce- We could set up a scholarship fund to take people to NAMA or Sequanota.
- Connie- A lot of clubs do have a scholarship to send someone to NAMA, that is something to consider. Or we could sponsor a student from another club.

#### **3. Audit request (2/7/18 Cary meeting request)**

- William- at the Feb. meeting, Cary volunteered to do the audit, but never followed up. In March, someone said we could not get donations unless we had an audit trail. I will not chase down the volunteers. Anyone is welcome.
- Elizabeth- If anyone reaches out to me, I will work with them.

#### **4. Assist Kensington Library Garden (2/16/18 Hargrave)**

- Elizabeth- I received an email asking for volunteers to work in the garden.
- Connie- It is nice to give back. We could announce it at our meeting.
- Elizabeth- We could put it in the newsletter too and provide contact info.

#### **5. Wild Apricot price increase and capability enhancement/market (2/17/18 McCoy/Harper)**

- William- The price went up, we agreed to continue. We should talk about using the enhanced capabilities for an online market.
- Tom- Do we want to explore getting merch? Wild apricot has an online store, so we could do that, but volunteer labor is required.
- Elizabeth- Would it be a model where it is on demand, sales should have to go through Paypal.
- Michael- My inlaws own a printing shop. For shirts it is about \$7.
- Connie- Still have to get delivery.
- Elizabeth- I can look into how it would work.

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- Tom- On demand ability would be ideal.
- Elizabeth- Maybe by the next board meeting we could come up with some ideas.
- John- My idea is more about cooperative purchasing of mycelium or plugs, for bulk purchases; a way to reducing costs for members.

### **6. Picture posting on WA and/or Facebook (3/5/18 Roehl/Harper)**

- William- We have also discussed the enhanced capability of Wild Apricot, so we can post pics on our website. More sharing pics of our events is good, but somebody has to own it.
- Connie- A lot of them are bad images.
- William- We have to be willing to put our stamp on it.
- John- I just thought it would be nice to be able to give people a link to informative pics. The wild apricot photograph page was not very user friendly. I don't know enough about facebook.
- Tom- I give hyperlinks in the post-meeting email to known websites.
- John- We don't have control over if the links stay there. Plus this would be local mushrooms.
- Elizabeth- The value to me is the social media aspect, showing it is an active club.
- Thomas- I took pics at the meeting and the foray and put them on facebook.
- Connie- What I liked about the club when I first joined is that we learned a lot about other things; trees, wild flowers, lichens.
- Elizabeth- It is a lot of effort to organize photos by species.
- John- I'm more interest in looking at mushrooms by season and area so our members can scroll and ask 'what did we see last yr at this time.?'
- Elizabeth- iNaturalist is designed for that.
- Thomas- You can do that on facebook too.
- William- I like linking the photos to an event. Any other cataloguing is duplicating what is already out there.
- Tom- Is there any desire to add a mushrooms 101 page?
- Elizabeth- We could do something seasonal.
- William- If someone wants to do that, have at it.
- Tom- Yeah, someone has to volunteer the time.
- John- I have stuff on Meetup, but I want members of the group to post.
- Elizabeth- We don't want incorrectly labeled stuff on our website.

### **7. Access to bank account (3/5/18 Hargrave)**

- William- Who should be able to write checks and access the bank accounts?
- Elizabeth- I googled; there are various best practices. What we don't do is to have someone who is not a check writer to look at the bank statement.
- William- President, the VP, the treasurer, and membership chair have access. We just want to make sure the board agrees.
- Elizabeth- It is a pain to go to the bank and make a deposit, but anyone can do that.
- Connie- I move that we allow this.
  - William- I second.
  - Board approves unanimously.
- John- The Paypal account is a similar issue.
- Elizabeth- We need to make sure more than one person has access.
- Bruce- Should we also implement a best practice that someone else should read and report?
- Elizabeth- It does give me pause, when no one does that.
- William- I'm perfectly happy with entrusting the treasurer.

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- Elizabeth- The president will double check the treasurer? And I will double check other.
- Tom- Once everyone pays online, membership chair will not need access.

### **8. Meeting process flow (3/10/18 Everyone)**

- William- I've always been under the impression that the speaker should start at 8 and I think it is important to introduce board members.
- William- I can put time up on the agenda and stick to the time.
  - Bruce- I don't think we should do that. One of the main purposes is to ID mushrooms.
  - William- The idea is that we allow time at the end so people can gather and be social and discuss mushrooms.
  - Tom- We need some protocol for the show and tell portion. If we have a knowledgeable guest, we should give them the option to do the show and tell.
  - Bruce- My difficulty with a fixed time is that it depends on the mushrooms on display. Sometimes we have a few mushrooms, sometimes we have something really interesting.
- William- I'm not going to call on board members, and I will go through the different areas. I will send an email before asking for topics.
- Elizabeth- Also, when you ask about new members, maybe it is better to ask if there are any first timers.
- Connie- Some clubs have mushroom ID at the end.
  - William- We will try a hybrid, with 10min at beginning, and then allow time at the end.
- Bruce- If the business meeting is more than 15min, it is boring.
- Tom- We have a robust attendance with current schedule.
- John- Somebody raised the question of if it is disrespectful to our speaker to make them sit there for an hour.
  - William- if you have the business meeting at the end everyone would leave.
  - Connie- I always tell the speaker what the agenda is, and that their talk starts at 8pm.
- Elizabeth- what about having the ID at the end?
- William- most people expect the talk to last about an hour.
- William- how many mushrooms will we have Tuesday?
- Elizabeth- if Jared and Mitch could check out the mushrooms early, they would be more prepared.
- William- mushroom of the day is a good idea. If we start the speaker at 7:45, then we would have some time at the end for more mushroom ID.
- Connie- I tell speakers their allotted time is 45min to 1hr.

### **9. Mason Neck Eagle Festival Saturday 12 May 1000 - 1800**

- William- Thomas, Agnes, and I did it. I will announce it at the meeting to ask for volunteers. We should also send an announcement.
- Agnes- I am not sure if I will be able to go this time.

## **V. Reports of Special Committees, Projects, and Forays**

### **1. Mycoflora Committee – Sequanota species and specimens**

- William- We now have three projects in progress. Somebody needs to be in charge of the committee. I was trying to get Mitch or Martin to do it. Martin has set up two regions, the third is Sequanota. I am not sure it is clear what we do from here. Martin sent me an email saying that rules for submission of samples have been changed. I could not find any information for how to proceed. We gave \$1000.
- Bruce- Why isn't the committee involved? Let's email everyone on the committee.

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- William- I do not want to lead this committee, but how do they know which samples are from our committee. Do we only authorize the Sequanota site?
- Bruce- there are certain specimens that have been authorized, but other samples need to be authorized by the committee.
- Elizabeth- The committee needs a leader.
- Bruce- We send the samples, we get feedback, then we decide what that sequence means. The samples can be in a herbarium of our choice. There are two that are free. We can keep our own, but they will need to be listed.
- William- Our goal should be to get the samples we have sequenced before Sequanota 2018.
- Elizabeth- The committee agreed at Sequanota a certain number of samples, we should send those in.
- Jared- I might be interested in chairing, not sure. (Agnes and Thomas also expressed interest in chairing the committee, but are hesitant to commit.)
- William- until we get a formal chairman, I will push forward.
- John- we should sequence those samples.
- Agnes- I don't think we should prepare new samples until we have sequence data from the samples we have already collected. We need to know that our process works.

## **VI. Adjourn at 9:39pm**

Board Meetings 31 May, 30 August, 29 November