

**OHS Board of Directors Meeting Tuesday, April 26, 2022**  
**8:00 PM EDT**

**AGENDA**

Michael Quimby called the meeting to order at 8:01 pm.

Roll call: Michael Quimby, chair; Gregory Crowell, Nick Daniels, Michael Diorio, Jan Fulford, Patrick Summers, Carole Terry; Ed McCall, CEO; Marcia Sommers, scribe. Lynn Dobson was absent.

1. Review and Approval of Minutes – approved as read.

2. Treasurer's Report

- a. March net income \$13,000+ (much of it Convention registrations)
- b. look for a greater overview at the May meeting
- c. YTD + \$9,000.00; still operating slightly in the red

Board Donations need to be addressed

d. Investment committee is basically pleased with the direction of our Janney investments.

3. CEO Report

Welcome to Jan Fulford, Dean of the W Palm Beach AGO Chapter  
Her first Convention was in Dallas; very happy that we are meeting in Columbus

Biggs Scholars program moving forward

Library book sale has sold +/- \$1200 in books

Installed new shelving in our Warminster warehouse, enabling us to get the ATOS material up off of the floor and onto shelves.

Richard Spotts has left our employ, and we have hired Grace Oh Kraybill. She is working to run the store and some in Membership liaison.

Met with the RCCO board for our joint convention in Toronto next summer; planning is ongoing. Most of the venues are confirmed; contracting with performers is beginning. Len Levasseur is going up there in June for the 2023 calendar shoot.

Transfer to Malvern Bank is almost complete; it will finish within the next week.

OHS did not receive the NEH grant we had hoped for.

Ed went to visit the Chapter in New Orleans, joined by Patrick. Dr. J. Mitts performed on the Skinner at the synagogue in town – attended by about 45 members. This was a good trip in restoring relationships with Chapter members there in NOLA. In that city, OHS members and AGO members have a bit of an adversarial relationship. This has solidified for Ed his need to go and reach out like this (as he was planning to do 2 years ago). Going to Baltimore for a site visit in May, going to take the Hilbus Chapter members out and thank them for their support. Looking to repeat this in Rochester in the fall, and he is going to visit the San Francisco area @ Labor Day, and may go to visit Paul Fritts and Carole Terry (!).

Plans now for a staff retreat on May 18

- a. Zoom call for about 90 minutes, thinking about what OHS looks like in 5 years.

Convention Update

- a. a bit of stress over having a single person planning everything in Columbus
- b. slightly over 100 registrations; we need 200 to break even
- c. asking the Board to please reach out and encourage colleagues to attend
- d. Handbook is being planned by Chris Anderson, and we have started selling ads for the book
- e. We need to have a convention – we won't cancel, but it is a strange year

4. Establishment of a Personnel Committee

**a. Motion: That the OHS establish a Personnel Committee as described in the attached documentation (not necessarily the specific members).**

**Moved by Greg Crowell; seconded by Carole Terry  
Motion carried.**

NOTES Proposal for an OHS Board of Directors - Personnel Committee

The OHS Board Personnel Committee is chartered to provide guidance, oversight and support to management as it develops and implements employee staffing, performance management and compensation systems. The committee shall meet at least twice annually, more often if desired or necessary, in order to discharge its responsibilities. Unless authorized by the Board, the Committee shall have no power to act on behalf of the Board but shall present its recommendations to the Board for action.

Members of the Personnel committee shall be appointed to the Board by the Chair and serve for two years; they shall be members of the Board of Directors. The Treasurer shall serve as an ad hoc, non-voting member of the committee. The committee shall be comprised of a maximum of four members: three Board members and the Treasurer.

Typical annual recurring goals include:

1. Conducting a periodic review of professional and volunteer staffing to identify necessary expertise, roles, and organization of roles to achieve strategic goals and other major priorities.
2. Ensure comprehensive, fair, and equitable compensation system for professional staff.
3. Coordinating the annual evaluation of the CEO and presenting findings to the Board
4. Recommending changes in compensation and benefits for the CEO.
5. Ensure sufficient coaching to the CEO, as needed, to successfully conduct the roles and responsibilities of that position.
6. Acting as a liaison to committee chairs regarding committee staffing needs annually.

Proposed Membership includes

1. Jan Fulford
2. Michael Diorio
3. Carole Terry
4. Treasurer – non-voting
5. CREATING LONGEVITY FOR THE OHS at a pivotal time
  - a. this is a larger, more consequential conversation, but this is the start
  - b. support is not there for new initiatives
  - c. discussions with Wyncote executive director regarding securing a significant endowment for OHS

-in order to secure new, large funding, OHS must position itself as a strong, attractive 21<sup>st</sup> century organization

7. The Board then held an Executive session

8. NEXT MEETING – Tuesday, May 17, 8:00 PM EDT