



BAGRS Board Meeting

Monday Oct. 2, 2023

MINUTES

Called to order at 6 pm- **Present:** Mick Spilsbury, Larry Silverman, Richard Murray, Ray Turner, and Roger Nicholson. Absent Lynn Gerber & Greg Hile.

1. **Financial records:** Given that past banking, insurance & government records are available on-line: RESOLVED that miscellaneous pre-2013 paper-based records could now be destroyed. Also agreed that more recent records need to be stored on Google Drive when folders are set up for them.
2. **Minutes:** Noting that recent Board minutes have not been uploaded to the members area of our website, Roger will reach out to Lynn to help get this done.
3. **File structure on our website:** There has been no structure with everything in one flat file making it hard to find things. Roger is in the process of establishing a file structure.
4. **Archive:** Outdated material that no longer belongs in the member area for our website will be archived in Dropbox. News that Greg has volunteered to be BAGRS' archivist was received enthusiastically.
5. **November 4 Swap Meet:** Mick reported that more than a dozen tables have been registered to date.
6. **SSO on new website:** We are in communication with Wild Apricot that claims that it has the capability to integrate a WordPress website with SSO.
7. **Member communications about 2024 membership renewal:** A communications schedule was adopted. Implementation will be a collaboration between Ray & Mick.
8. **Process for archiving lapsed members in Wild Apricot database:** Agreed in principle that members who do not renew for one whole year should be archived within Wild Apricot. (For example, a member who does not pay dues for 2023 and does not renew for 2024 by or at the 2024 Annual Meeting should be archived in April 2024) However, implementation details remain to be worked out.
9. **Non-Members in our Wild Apricot database:** Agreed in principle that is not a good way to store names of people interested in hearing about BAGRS' public events. A 'Constant Contact' mailing list serve this function. To be confirmed at another Board Meeting.
10. **Member Survey:** Agreed that the draft members survey circulated by Mick is ready to go subject to the addition of a question that asks members for ideas about additional BAGRS' services.

COMPLETED ACTION ITEM: Mick & Lynn are now back-up signers on our Mechanics Bank account.

NEXT MEETING: Monday October 9 via Zoom

MEETING ADJOURNED AT 7:10 PM

Respectfully submitted by Mick Spilsbury (Acting Secretary for this meeting)