

The Board of the American Chestnut Foundation - Massachusetts Chapter - met at Broad Meadow Brook Wildlife Center, Worcester, on Sunday, January 26, 2003, at 1:00 p.m.

Board members present were Frank Howard, Dave Gessford, Dave Uguccioni, Rufin Van Bossuyt, Mike Novack, Anne Myers, Rich Hoffman, Gary Jacob, Sandy Gessford, Jim Garland, Guy Shepard, Charlotte Zampini and Brad Smith. Also present were Yvonne Federowicz, Cheryl Mead, Kathy Desjardins, and Jaime and Linda Donalds.

The meeting was called to order by Vice President Frank Howard. All present introduced themselves and told of their involvement and goals.

The minutes of the October 2002 quarterly meeting were mailed to all members and published on the website.

It was moved by Gary Jacob, seconded by Rufin Van Bossuyt and voted unanimously to accept the minutes as presented.

The minutes of the annual meeting of November 17, 2002 were amended to state that the preliminary budget for 2003 and the quarterly report of financial status were presented by Anne Myers, Treasurer.

It was moved by Rufin Van Bossuyt, seconded by Anne Myers and voted unanimously to accept the amendment.

Membership Report - Sandy Gessford - At the time of our annual meeting on November 17, 2002, our membership stood in the vicinity of 385. This is an increase of approximately 85 members in the past year. Of our total membership, only 72 have joined at a level that does not give the chapter \$15. for each new or renewed membership. This is a definite improvement. Since the annual meeting, we have acquired 32 new members of which only four were at a level less than the regular \$40. membership. Since the National office has approved the incorporation of Rhode Island members into our chapter, Susan Cormier has sent out 48 letters to Rhode Island members, those with expired memberships and other interested individuals. We will receive \$15. from every \$40. new or renewed Rhode Island membership. In return, we will assist Rhode Island with tree identification, publicity and research/pollination guidance. We are fortunate to already have Rhode Island members Jim Garland and Yvonne Federowicz active in our chapter.

Treasurer - Anne Myers - The 2003 Budget, attached, was presented and reviewed by the treasurer.

It was moved by Gary Jacob, seconded by Mike Novack and voted unanimously to adopt the 2003 budget as presented.

Anne distributed and reviewed the Profit and Loss Statement and Balance Sheet, attached. She commented that our financial position gets stronger each year.

Anne presented and reviewed the attached 2003 Research Proposal entitled *Use of Trunk Injections of Systemic Fungicides and Mudpack Poultices Containing Antagonistic Bacteria to Protect American Chestnut Trees from Infection by Cryphonectria parasitica*; principal investigator: Terry A. Tattar, PhD. The funding for this research would require a financial accounting from Dr. Tattar at the end of 2003. Funding is budgeted at \$1000. for 2003 with additional funding to be used by Dr. Zampini at Framingham State for materials reimbursement. A total of \$1770. remains in the biocontrol budget of which \$1200. has been committed for 2003.

It was moved by Anne Myers, seconded by Rufin Van Bossuyt and voted unanimously to accept Dr. Tattar's research proposal.

Anne distributed samples of grant proposals. She has currently applied for a grant for educational equipment. The grant submitted to the National Forestry Foundation to fund an Orchard Field Manager has been turned down.

Publicity/Education - Frank Howard - Rich Hoffman delivered a November 18, 2002, presentation about the American chestnut restoration effort to the Springfield, MA Garden Club. A \$25.00 honorarium was donated TACF-MA in gratitude. The Arnold Arboretum's Field Study Experience program: *Native Trees, Native People* that serves 3,000 elementary school children annually now has the Charlie Chestnut curriculum to assist them. The videotapes, CD, chestnut wood and leaf models, chestnuts and lesson plans were a gift of TACF-MA.

Their library plans to loan the gift to classrooms teachers. Leaders have been informed about the updated program available online. During the month of January 2003, Susan and Gerry Cormier's storyboard showing The American Chestnut Foundation's restoration efforts has been on display at the Hunnewell Building visitors center.

Susan Cormier has said that there are three groups available this spring for seed planting.

Anne Myers distributed and reviewed a list, attached, of 2003 trees available for pollination. There are trees available that would allow us to finish off the Clapper line of 20 trees to capture the full genetic diversity of that line. We currently have 16 trees in the Clapper line completed. Anne recommended that we finish the Clapper line and do one Graves tree. We currently have three Graves trees.

Yvonne Federowicz is working to create a map of blooming trees with the goal to do a sequential follow up on trees.

Anne Myers reviewed the options for 2003 for Pollen and Orchard Coordinator and the responsibilities. It was decided that Anne would bring a final list of trees to the next meeting. Individuals will sign up for single trees and take full responsibility for that tree and be responsible to the Board and not to Anne for that tree and making a full report on it. Bags and pollen will have to be picked up from Anne who will act as Pollen Coordinator and communicate with Fred Hebard at Meadowview.

Orchards in development include Moore State Park, and Cheryl Meade discussed questions and steps still required to complete the process of working with the State.

Anne Myers distributed proposed changes to Board Regulations, Policies and Procedures. It was decided that, due to the absence of Mike Meixsell, Board members should review these proposed changes and be ready for discussion and voting on them at the next quarterly meeting.

It was moved by Gary Jacob, seconded by Guy Shepard and voted unanimously to adjourn the meeting.

Respectfully submitted,

Sandra M. Gessford, Secretary

The Board of the American Chestnut Foundation – Massachusetts Chapter – met at Broad Meadow Brook Wildlife Center, Worcester, on Sunday, April 27, 2003, at 1:00 p.m.

Members present were Rufin Van Bossuyt, Mike Meixsell, Charlotte Zampini, Susan Cormier, John Emery, Frank Howard, Mike Novack, Dave Ugucioni, Gary Jacob, Jim Garland, Dave Gessford, Sandy Gessford, and Anne Myers. Others present were Paul Carreiro, Eric Radzik, Gerry Cormier, Kathy Desjardins, Cheryl Mead, Linda Dunham, Jamie Donalds, Stephen Marken and Yvonne Federowicz.

The meeting was called to order by President Susan Cormier. Susan announced that the Spring newsletter has gone to the printers. Susan would appreciate more feedback on the content and format of the newsletter. All present introduced themselves.

Cheryl Mead reported on some education issues. The Appalachian Mountain Club would like to partner with TACF-MA for education at their Paxton building. Moore State Park in Paxton will be building an education facility. Paul Rogers, horticulturalist and writer for the Worcester Telegram, is very supportive of the TACF program. He also has a radio show. The Festival of Flowers will be held on May 28, at 6 p.m. We will have a planting there. All are welcome. Cheryl reported that she is close to completing all the procedures necessary for an orchard at Moore State Park.

Yvonne Federowicz is working with the Rhode Island Appalachian Mountain Club to promote the American chestnut.

Anne Myers announced that the Norcross Wildlife Foundation grant has come through to purchase the XGA Notebook projector for presentations.

Rufin Van Bossuyt and Charlotte Zampini gave a talk to the New Hampshire Arborist Association with about 100 present.

Mike Meixsell, as chairman of the Nominating Committee, announced that the following nine Directors were elected or re-elected for 2-year terms at the last annual meeting: Sandy Gessford, Rich Hoffman, Gary Jacob, Mike Meixsell, Anne Myers, Guy Shepard, Brad Smith, Dave Ugucioni and Jim Garland. Gerry Cormier will be assuming the chairmanship of the Nominating Committee for the next year.

Anne Myers – Treasurer's report – The Profit & Loss report for January through December 2003 and the Balance Sheet as of December 31, 2002, attached to file minutes, were distributed and reviewed. We have not received our share of the membership fees or additional donations from National since last fall. We are okay at the moment, but cash flow could be a problem. National has asked that they receive 25% of any undesignated donations to the chapter. Anne asks that when a donation is given to the chapter that it be specified for some aspect of our program. Our onthecommon web site will be down as of April 30. Our new site will be masschestnut.org. There are potential web costs.

Anne Myers – Pollination – Anne distributed and reviewed a list of new trees, attached to file copy. We need to do six Clapper trees. We need four to complete the Clapper line. Anne distributed and reviewed tree captain duties and distributed a pollination tips sheet, both attached to file minutes. A sign up sheet for tree captains for pollination candidates for 2003 was distributed. Anne has pollination supply bags for all tree captains. A tree observation form was distributed to all.

Yvonne Federowicz will put information on GPS usage on the web site.

Mike Meixsell, Anne Myers and Gary Jacob – Amendments to TACF-MA By-Laws

It was moved by Anne Myers, seconded by Gary Jacob and voted unanimously to remove the previously tabled motion of October 27, 2002, concerning amendments to the corporate Articles of Organization in favor of developing Board policies that address each of these issues, off the table.

It was moved by Anne Myers, seconded by Mike Novack and voted unanimously that we vote on the previously tabled Motions 1, 2, 3 and 4.

Action on Motion 1: Defeated unanimously

Motion 1 – Any of the following three amendments adopted by the Board shall become effective as Chapter policy upon adoption but shall not become effective as Charter or Bylaw amendments until submitted to the Internal Revenue Service and the Massachusetts Secretary of State. The Board may approve the President's delay in the submission of these amendments, to a date certain.

It was moved by Mike Meixsell, seconded by Charlotte Zampini and voted unanimously that the following Motion 2 not be adopted –

Motion 2 - Amend Article 4(c), "Other lawful provisions" of the Articles of Organization of the Massachusetts Chapter of The American Chestnut Foundation, by replacing the current version with the following version:

(c) The corporation shall to the extent legally permissible and only to the extent that the statutes of the corporation as an organization exempt under Section 501(c)(3) of the Internal Revenue Code is not affected thereby, indemnify any person who serves as a director or officer of the corporation, or any person who serves at the request of the corporation as a director or officer of another organization, or any person who serves at the request of the corporation in any capacity with respect to any employee benefit plan. The corporation shall indemnify such person against all liabilities and expenses, including amounts paid in satisfaction of judgments, in compromise, or as fines and penalties, and counsel fees reasonably incurred by him in conjunction with the defense or disposition of any action, suit, or other proceeding whether civil or criminal, in which he may be involved or with which he may be threatened, while in office or thereafter, by reason of his serving or having served in any of the preceding capacities. The corporation shall not indemnify any person with respect to any matter as to which he shall have been adjudicated in any proceeding not to have acted in good faith in the reasonable belief that his action was in the best interests of the corporation, or to the extent that such matter relates to service with respect to an employee benefit plan, in the best interests of the participants or beneficiaries of such employee benefit plan.

It was moved by Mike Meixsell, seconded by Gary Jacob and voted unanimously that the following Motion 3 not be adopted –

Motion 3 – Amend the charter by inserting the following as a new Article 4(d) and renumber the subsequent Articles with the beginning with the present Article 4(d):

(d) If ever a director's or an officer's or a member's situation presents a potential conflict of interest with the purposes of the Chapter or with a subject being deliberated by the Board of Directors, he or she shall notify the Board in a timely matter, by letter or verbally during a Board meeting, and shall recuse himself or herself from Board deliberations thereon.

Action on Motion 4 – Unanimously defeated but one

Motion 4 – Append the following paragraph to the "Nominating Committee" paragraph of Section 4.5, "Standing Committees", of the Bylaws:

Any Committee or Board Member making a nomination for the Board of Directors position or for an officer position and who wishes to have that nominee listed on the ballot, shall submit the name and biography of the nominee by letter to the Chair of the Nominating Committee or to his/her designee prior to 15 July. The Nominating Committee shall indemnify those nominees who are eligible candidates and may, but need not, select additional nominees, both eligible and ineligible, together with the reasons for each ineligibility, shall be provided to the Board Members at least 30 days prior to the election. The Board may, by a two thirds vote, exempt specific nominees from the eligibility requirements. The Nominating Committee shall provide one ballot listing all candidates to each voting member prior to the election.

For a position having one or more vacancies, those candidates are elected to fill those vacancies, who both receive the most votes and who in addition receive a number of affirmative votes at

least equal to the total number of voters voting in the election divided by the number of candidates for that position. However, no candidate need receive a majority of votes cast for that position in order to be elected to that position.

Next, the proposals for Board Regulations, Policies and Procedures were addressed. See attached Exhibit "A". Voting on these issues are as follows:

1. Liability
This issue was defeated with 12 voting against with one abstaining.
It was recommended that at a future time we add a cautionary clause.
2. Conflicts of Interest
It was moved by Anne Myers, seconded by Gary Jacob and voted unanimously that this procedure be adopted.
3. Voting procedures
It was moved by Anne Myers, seconded by Gary Jacob and voted unanimously that this section on voting procedures be tabled.

Frank Howard distributed a worksheet with things to be considered and decided for our annual meeting. He asked that we respond to this by e-mail, if possible, to him within the next day or two.

It was moved by Gary Jacob, seconded by Frank Howard and voted Unanimously that the meeting be adjourned.

Respectfully submitted,

Sandra M. Gessford, Secretary

EXHIBIT "A"

**Board Regulations, policies and Procedures:
The Massachusetts Chapter of the American Chestnut Foundation, Corp.**

From time to time the Board of Directors will adopt regulations, policies and procedures intended

- 1) To clarify provisions of the Articles of Organization & Bylaws,
- 2) To specify rules and procedures to implement the articles & Bylaws,
- 3) To address issues not specifically addressed within the Articles & Bylaws.

Approval of these regulations, policies and procedures will require a simple majority of those directors then in office.

1. Liability

Re: Article 4(c) of the Articles of Organization, definitions of clauses (a) and (b) of lines 22 & 23 are clarified as follows:

Approval may be by either a) or b)

- a) When the number of "disinterested directors" **as defined by the Internal Revenue Service regulations**, voting to approve shall be a **majority of the directors** then in Office.
- b) When the number of disinterested directors voting to approve, as defined by IRS Regulations, **is not a majority of the total number of directors, then a majority of those that are disinterested** may approve, provided...(remainder of 4(c).)

The purpose is this clarification is simply that "disinterested" will be as defined by the IRS, and to make it clear that even when the disinterested directors are not in the majority, that a Vote of a majority of the disinterested directors can be used. The meaning of the current article is not changed.

Adopted on Date: _____ For: _____ Against: _____ Abstaining: _____

Note re: Liability of Directors:

All Board Directors and Officers acting for TACF-MA shall be cognizant that the indemnification referred to in 4(c) is "only allowed to the extent that the status of the corporation as an organization exempt under 501(c)3 is not affected thereby." The organization at this time does not have substantial assets, reserves, or insurance, should indemnification issues arise.

2. Conflicts of Interest

Conflicts of interest issues are addressed by implication in section 4(a) 14, 4(c), 4(f), but the board wishes to adopt the following policy **concerning conflict of interests:**

a) If ever a director's or officer's situation presents a potential conflict of interest with the purposes of the Chapter or with a subject being deliberated by the Board of Directors, he or she will notify the Board in a timely manner, by letter or verbally during a Board meeting. The remaining Board Members will then decide by simple majority whether the potential conflict is material, and recommend whether the director or officer shall recuse himself or herself from the Board deliberations thereon.

b)The Board's request that a board member supervise an activity in his or her area of expertise or serve as a collaborator in project, for example, as a co-investigator in a scientific study sponsored by the board, shall not be deemed a conflict of interest, so long as the member receives no direct remuneration for his or her services.

Adopted on Date: _____ For: _____ Against: _____ Abstaining: _____

3. Voting procedures

It is understood that only active members in good standing in the Massachusetts Chapter of the American Chestnut Foundation may be nominated as Officers or as Board Members, and that the Nominating committee will verify membership eligibility of all nominees on a yearly basis.

- a) Candidates for the office of Board of Directors may be nominated by a board member at any time that a board vacancy comes to exist, with a written biography stating the candidate(s) interests and qualifications. The nomination may be submitted to the Board at meeting or by other means, including by electronic means (email). The board views it as important to promptly fill board vacancies, and encourages members to attend Board meetings and to consider seeking nomination for any board vacancies that occur.
- b) New nominees for election at the Annual meeting, that is, nominees for Board Members and Officers, should be submitted by October 1 to the Nomination Committee (approximately six weeks prior to the Annual Meeting) to be included on the printed ballot and to verify active membership. Officers and Board Members eligible by the bylaws for re-election should also notify the Nominating Committee as to their intentions by this time. A draft of the propose printed ballot will be distributed one month prior to the Annual meeting, as specified in the bylaws.
- c) The chief purpose of the nominating committee shall be to recruit and encourage talented and interested members to consider serving as officers and board members, so that regular change on the board and among the officers occurs.
- d) Write-in candidates or nominations from the floor are permitted at the time of the Annual Meeting for any positions.
- e) In the event that a member of the Board is unable to attend the Annual meeting due to travel, illness, or other unavoidable circumstance, that member may give his or her vote as a written proxy to another Board member, simply by making a written statement authorizing the person to exercise his or her vote at the Annual meeting. Any given board member may exercise only one such proxy at any Annual Meeting. The written proxy should be attached to the ballot submitted for the absent board member, but verified and removed from the ballot prior to the tally. This shall be an allowed exception to the bylaws specifying a secret ballot for the officer positions.
- f) Notwithstanding the fact that officers shall be elected by secret ballot, the ballots will be numbered in order to ensure completeness of the vote and to verify that no more votes are cast than the number of Board Members in attendance, and the number of proxies to be exercises.

Adopted items _____ on Date: _____

- a) For: _____ Against: _____ Abstaining: _____
- b) For: _____ Against: _____ Abstaining: _____
- c) For: _____ Against: _____ Abstaining: _____
- d) For: _____ Against: _____ Abstaining: _____
- e) For: _____ Against: _____ Abstaining: _____
- f) For: _____ Against: _____ Abstaining: _____

The Board of the American Chestnut Foundation – Massachusetts Chapter – met at Broad Meadow Brook Wildlife Center, Worcester, on Sunday, July 27, 2003, at 1:00 p.m.

Members present were Susan Cormier, John Emery, Jim Garland, Frank Howard, Gary Jacob, Mike Meixsell, Anne Myers, Guy Shepard, Dave Ugucioni, and Charlotte Zampini. Others present were Gerry Cormier, Kathy Desjardins, Jamie Donalds, Yvonne Federowicz, Frank and Carol Verderber.

The meeting was called to order at 1:11 PM by President Susan Cormier when a quorum was present. Susan introduced Frank and Carol Verderber. Frank Verderber described his cluster planting methodology to the group. Anne Myers suggested that Frank serve as a consultant to others intending to undertake similar plantings. Susan encouraged all present to attend the TACF National Meeting scheduled to be held at Penn State University on October 16, 17 and 18.

Anne Myers reported that Yvonne Federowicz now can post material to the chapter website. Susan reported staff changes at TACF National Headquarters. Susan reported that John Pribilla has resigned his Board position due to family and professional commitments. John indicated that he would continue to participate as much as he could within his time restraints. The Board extended its sympathy to Frank Howard, the Gessfords and Charlotte Zampini for their recent losses of family members. Anne Myers suggested that we have future Board meetings at the Mass Electric facility in Northboro, enabling the Board to conduct Orchard Manager/Planting meeting in the morning, followed by a regular Board meeting after lunch. The suggestion was well received and will be followed up for the next quarterly meeting.

Gary Jacobs moved and John Emery seconded a motion to approve the minutes for the April 27, 2003 Board meeting. The vote to approve the minutes was unanimous.

Anne Myers submitted the Treasurer's Report, including the good news that the Sudbury Grant of \$4,000 and the 2003 first quarter's membership dues from National have been received. There are two bills outstanding at this time: the Moore State Park signage and mulch purchased for orchards. 91.7% of our expenses are spent directly on planting programs. Funds are presently in hand (mostly contributions from Board Members) to reimburse Annual Meeting speaker Paul Sisco for travel expenses. The Treasurer's Report is attached as Exhibit A.

Anne Myers moved and Gary Jacobs seconded to have the 2004 Annual Budget presented for discussion at the October quarterly meeting instead of at the November annual meeting. Gary Jacobs amended and Charlotte Zampini seconded that the motion be amended to include the following "with notification of the proposed budget to be presented at the Annual Meeting". Both the motion and the amendment were approved unanimously.

Anne Myers presented the Tree Report. The Tree Report is attached as Exhibit B.

Charlotte Zampini is conducting research on diseased trees to determine age at death.

There was discussion with regard to re-pollinating mother trees with Graves pollen; trees that had been previously pollinated with Clapper pollen. There was discussion regarding 2003 mortality of trees at the various orchards and the effects, if any, of planting methods on the mortality. There was further discussion of planting techniques to ensure survival of the orchard trees.

Anne Myers indicated that she will be looking for statistics three times annually (bud expression, mid-summer and late fall) from the various orchards with regard to the size of each tree. Details about the specific data will be forthcoming.

There was discussion of allocation of Sudbury Grant funds for irrigation. Guy Shepard agreed to coordinate the process of contacting knowledgeable parties with regard to irrigating hardwood orchards and coordinating the purchase and installation of irrigation equipment.

Anne Myers moved and Guy Shepard seconded a motion to allocate Sudbury Grant funds to the Lincoln/Wayland (SVT), Grafton, Wrentham and Uxbridge irrigation systems of approximately \$500 per orchard. The motion was approved unanimously.

Charlotte Zampini reported on studies with the bio-control Serenade (*Bacillus subtilis*).

Anne Myers moved and Gary Jacob seconded a motion to transfer 2003 budgeted funds previously allocated to UMass (Terry Tatter) to Charlotte Zampini at Framingham State as she will be continuing the lab work on biocontrols. The motion was approved unanimously.

Anne Myers handed out a packet of materials with regard to discussions going on among the TACF National Deployment Subcommittee. Enclosed as Exhibit C. Anne discussed with the group the main points of her response on behalf of the Massachusetts Chapter. It is expected that the Board members will read the complete document in expectation of a more complete discussion at the next Board meeting.

Gerry Cormier handed out a memo outlining the current status regarding the election of Board Members and officers and development of procedures in anticipation of the annual elections.

Gary Jacobs moved and Mike Meixsell seconded a motion to adjourn at 3:51 PM. The motion was approved unanimously.

Respectively submitted,

Gerry Cormier

The Board of The American Chestnut Foundation – Massachusetts Chapter. Meeting held at the Massachusetts Electric building in Northboro on Sunday, October 5, 2003.

Board members present were Jim Garland, Dave Gessford, Sandy Gessford, Susan Cormier, Mike Meixsell, John Emery, Guy Shepard, Rufin Van Bossuyt, Brad Smith, Anne Myers, Mike Novack, Charlotte Zampini and Frank Howard. Others present were Gerry Cormier, Michael Moroney and Yvonne Federowicz.

The meeting was called to order by President Susan Cormier.

Membership - Sandy Gessford - Letters are going out in a timely manner each month to all new members and those whose membership has expired. Membership numbers stay stable.

It was moved by Mike Meixsell, seconded by Charlotte Zampini and voted unanimously that the minutes of the previous meeting be accepted as presented.

Anne Myers – Treasurer’s Report – The Profit & Loss report for January 1 through October 15, 2003 and the Balance Sheet as of October 31, 2002, attached to the file minutes, were distributed and reviewed by Anne. We have not received our check from National for the second quarter yet. We should be receiving roughly about \$1,000 from them for that quarter. Tree and orchard funds are in good shape. We will try to get some support for research through the fall newsletter. Terry Tattar will be asked to provide a report for the newsletter on the use of the funds contributed for his work. No talks have been given yet using the new projector. There has been a request from the New England Organic Farmers Association for a talk. We do not have information as to the time and place, but will honor the request. We have gotten eight new members by offering two trees with a membership. This offer will be put on our web site.

Pollination Coordinator – Anne Myers – Anne will not fill this position next year. Among other things, this job involves knowing where all the trees are, if they are alive and viable, who will take care of them, what role each tree fills, and coordinating timing. This job could be covered by two people – a field person and a data person/coordinator. Guy Shepard is willing to do field work with some support. Sara Fitzsimmons, the regional coordinator, will be contacted to see if she can give us some time and support. We will continue discussion on this subject at our January meeting.

Annual Meeting – Susan Cormier – The pamphlets are at the printers and will be mailed by the end of next week. Let Susan know of anyone outside of our database who should receive a pamphlet. Those attending will be asked to bring a bag lunch with Board members providing drinks and desserts. A sign up list for drinks, desserts and other needed items was circulated. Two people are needed to cover the registration table. Charlotte Zampini will do an informal lab tour if there is interest. There were 250 burrs harvested at UMASS research that will be used at the annual meeting. Frank Howard will take care of these for the meeting. It was suggested that we put posters in the lunch area concerning the backcross breeding program and biocontrol. Gerry will work on a map showing the location of the orchards. Susan will contact Kathy Desjardins about a poster she has made.

Publicity – Susan Cormier – We have received good publicity from Moore State Park. Becky Morona is doing some chestnut drawings and will give us the copyright. There have been several newspaper articles in the press recently.

Elections – Gerry Cormier – There are nine Board positions to fill. All whose terms are up for reelection will run again except Dave Gessford and John Pribilla. Anne Myers has nominated Yvonne Federowicz, which leaves one opening. Kathy Desjardins has indicated that she would be interested in the future but not at the moment. Rufin will speak to her. Officers up for re-election are Susan Cormier- President; Sandy Gessford – Secretary; and Anne Myers – Treasurer. Frank Howard will not be running for re-election as Vice President. Gerry will mail ballots to all.

Guy Shepard will coordinate the use of this facility for our quarterly meetings.

The January meeting will be held on Sunday, January 18, 2004, at 10:00 a.m. (note: *this date may be changed to January 11 pending Directors’ approval- S. Cormier*).

It was moved, seconded and voted unanimously that the meeting be adjourned.

Respectfully submitted,
Sandra M. Gessford, Secretary