

NVPS Transitional Board Meeting Minutes—Tuesday, July 23, 2013



President Mike Whalen called the Transition Board meeting to order at 7:30 PM at the West Springfield Government Center.

New and old Board members in attendance were:

- Mike Whalen
- Jamie Kiechlin
- Willa Siegel
- Brian Payne
- Susan Phillips
- Beth Morris
- Tom Brett
- Georgette Grossman
- Willa Friedman
- Dan Ward
- George Lafko
- Lea Schlosser
- Tami Gragert
- Jeff Hancock
- Benita Mayo
- Colena Turner
- Sandi Croan
- Bob Friedman
- Ginger Werz-Petricka
- Ken Barnett
- Kevin Eagan
- Jim Norman
- Scott Musson

OLD BUSINESS

Minutes from the last meeting were approved by e-mail. There was no Old Business. After opening remarks, Mike called for Status Reports from current board members

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NEW BUSINESS

1. Treasurer's Report: Tom Brett

Tom Brett presented the Treasurer's Report based on calculations as of July 15, 2013

NVPS Treasurer's Report—July 15, 2013					
Category	2011–2012 Budget	2011–2012 Actual	2012–2013 Budget	2012–2013 Actual	2013–2014 Budget
Facility (DLFD)	4,875	5,265	5,265	5,265 ^a	5,265
Equip Replacement	0	3,695 ^b	0	42	
Insurance	200	250	250	250	250
Competitions					
Honorarium	550	550	550	500	500
Meals	350	431	350	359	350
Monthly Ribbon	0	0	400	455 ^c	0
EOY Ribbons, Awards	1,000	601	600	572	700
Programs					
Honorarium	450	400	450	450	450
Meals	350	294	350	417	350
PSA Membership	45	0	45	45	45
Gifts (Spudz)	0	0	0	1,191 ^c	0
EOY Banquet Subsidy	600	844	600	836 ^d	850
Exhibits	250	0	250	0	250
Treasurer Checks	0	61	0	0	0
Education & Training	250	31	250	100	250
Field Trips	unknown	163	150	0	150
WEB & host server	200	215 ^e	200	0	225
FotoFax	40	0	40	0	40
Membership & Misc.	250	181	250	284	250
TOTAL EXPENSES	\$9,410	\$12,981	\$10,000	\$5,501	\$9,925
INCOME Member Dues ^f		\$9,806		8,537	
Spudz to members				440	
Coffee fund				138	

^a still awaiting bill from the Dunn Loring Fire Department; not paid yet
^b funded by Capital Reserve
^c 3 years supply Ribbons/Gifts
^d EOY Banquet: \$4,458(hotel meals/fees)=\$3,622 (income) + \$836 (subsidy)
^e 2 years WEB deal
^f Dues income from 2010–2011 = \$11,009

Beginning Bank Balance: June 25, 2012 = \$8,245

Current Bank Balance: July 15, 2013 = \$12,018 [minus \$5,265 we owe for facility rental = **\$6,753**]

Dues stay the same: Individual dues = \$45.00 and Family dues = \$65.00

Discussion

We pay \$250 for liability insurance but Tom was not sure what, exactly, it covered at the time of the meeting. He provided the details in a follow-up e-mail.

For Board Member general knowledge.

We hope to never make a claim under our NVPS insurance policy [no claims have been made during my 14, or so, years of Board time].

NVPS has "Commercial General Liability" insurance through Nationwide, with local agent in Herndon, VA; we are listed as an "Association", with our "business" as a "Club- Civic, Service or Social".

We have injury liability coverage and, to a lesser extent, "damage to premises rented to you [any one premises]" coverage.

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In answer to my questions, I was told by phone that any person at the Dunn Loring Fire & Rescue Dep't Hall who is associated with our NVPS meetings is covered-- whether members, non-members [there to learn about NVPS], judges, speakers, other presenters, etc. Andrea said we would also be covered for injury liability during the End-of-Year Banquet at a separate hotel & on NVPS field trips, as well, the Dunn Loring parking lot, when associated with scheduled meetings.

If anyone were to be injured during an NVPS meeting, or, in the Dunn Loring parking lot, or, at the EOY Banquet hotel, or during an NVPS field trip, a claim could be filed. Then lawyers would be involved to determine whether liability should be covered by the insurance company for Dunn Loring Fire Department / EOY Banquet hotel / the field trip location or Nationwide acting for NVPS.

NVPS has no coverage for our owned laptop, projection & other equipment for theft, damage, loss, etc. NVPS also has no coverage for "spoken words / defamation / slander, etc." from a speaker, judge, member, Board officer, etc.

Coverage for our laptop, projector & other equipment against theft would be limited to \$10,000, with a \$500 "Deductible" & would cost us "\$200 to \$300" per year.

My complaint that our premium has just increased from \$250 to \$400 per year was answered with: "that fee is now the industry standard and, the price actually rose 3 years ago, but someone let your association slip by for 3 years.

No other company would offer it to you for less than \$500.

Tom pointed out that revenue from dues have been decreasing over the past 3 years.

- We lose approximately 3% (2.66–2.87%) of the membership dues on members who renew through PayPal.
- Membership has been decreasing; last year was the worst of the four years.

Year ending	# members
2010	233
2011	273
2012	265
2013	213

- Willa Friedman suggested that our Database Manager (Sam Schaen) send reminders to those who have not paid their dues during September and October.
- Dan Ward said other clubs allowed 2 free meetings then charged \$5.00/meeting. This rule would be hard to implement.
- Mike Whalen suggested that we eliminate the grace period for September competition. To compete you must be a due-paying member. Upon investigation after the meeting, Georgette Grossman did not find any written grace period in the Constitution, Bylaws, History, Special Awards, Rules of Competition, or the Board Members Handbook.
- Lea Schlosser and Scott Musson suggested that the chairperson of field trips write on the sign-up sheets that you should be a due-paying member to participate.
- Bob Friedman suggested that dues would continue to be \$45.00/year but be raised to \$50.00 after September 15th. Mike Whalen said they might consider that next year but not this year.
- Sandi Croan reminded us that we provided guidance for a NVPS Welcome Program (in Board Members Handbook) and we should implement that plan this year. Tom Brett pointed out that the Membership Chairman cannot talk to everyone. Tami Gragert called for volunteers: Beth Morris, Tom Brett, Willa Siegel, Lea Schlosser and Sandi Croan volunteered to greet.

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MOTION: Not knowing if the September 15th grace period for competition existed or not, Bob Friedman moved that to compete in September you must be a dues-paying member. Mike Whalen seconded. Board voted and passed this unanimously.

2. Membership Database (Sam Schaen, Kieh-Hanh Vu)

Neither Sam nor Kieh-Hanh was in attendance. Sam provided the following proposals.

This is a proposal to migrate the NVPS database from MS Access 2003 to “the cloud”. Also, there is a proposal to reduce the amount of information we maintain about our members.

Migrate to Cloud

The member information would be stored on a separate area of our website with separate password protection. The password would be known by 5-6 people: the web site team, the database administrators, and the Membership Coordinator.

The reasons for making the change are:

1. The Microsoft software is aging and may not run on future versions of Windows; it may be necessary to upgrade to a newer version
2. The currently used software is personally owned by some individual members; in the future we may need to either find someone who owns the software, purchase a copy, or make an illegal copy if we don't make the proposed change
3. Using the cloud-based database permits multiple people to access the data. This would permit
 - a. A back-up individual for the database administrator position
 - b. Permit the Membership Coordinator to make entries directly, rather than typing new member information into an email or spreadsheet and having the database administrator re-enter the information

In making the decision, the Board should be aware that there is always a risk when data is stored in the cloud. However, we are currently stored in the Board Member area of the web site. So this database in the cloud would be no more risky.

The software we are proposing to use is a Wordpress plugin called “Participants Database”. Information can be found at <http://wordpress.org/plugins/participants-database>. It is a free plug-in that will run on the web site. Scott has already installed the plugin on the NVPS test web site and I have tested it with some fake data and believe it will satisfy our needs. It can do arbitrary queries and export results to an Excel spreadsheet from which reports can be printed or saved as a .pdf file.

Reduce the Information Collected

The second proposal is to eliminate the address information from the database and make the phone number optional. The address information is an anachronism from the days when the newsletter was sent as a paper copy. Phone numbers are infrequently used. Generally we use email for communications. By eliminating the information, the effort to maintain the database would be reduced. In addition, we would be reducing the amount of sensitive information maintained about members.

The Board agreed that maintaining the database “in the cloud” with limited read and read/write access was a good idea.

- Read/write, password protected access would be given to the Website Team, the Database Manager, and the Membership Coordinator.
- The Treasurer would provide the PayPal payment information to the Database Manager for entry into this cloud database.
- The Database Manager would update the database weekly and provide reports to Board members who need information (VP for Competition, Membership Coordinator, and President).

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Scott Musson worried about identity theft if we put too much information up in the “cloud” database. He suggested that we store member’s names, e-mail addresses, and phone numbers only.

MOTION: Scott Musson moved that we accept Sam’s proposal about moving the database to the cloud. Mike Whalen seconded and the Board voted to approve.

MOTION: Scott Musson moved we collect and maintain member’s names, e-mail addresses, and phone numbers. Dan Ward seconded. No vote yet.

Discussion: Jim Norman suggested that phone number collection be optional. Kevin Eagan suggested that it was a new member’s choice to provide a phone number on the form or not. Sandi Croan pointed out that without a phone number we have no back-up way to contact a member.

MOTION: Scott Musson moved we collect and maintain member’s names, e-mail addresses, and phone numbers but these would be available only to Board Members. Mike Whalen seconded and the Board voted to approve

3. Website Manager (Jeff Hancock, Matthew Schmidt)

- Jeff is working with Scott Musson and Matthew Schmidt to maintain the NVPS website and Facebook page.
- Scott will modify the log-in for Competition to reflect the new classes: Class 1, Class 2, and Class 3.
- Scott promised to redirect all entries of the old NVPS website to the new NVPS website.
- Susan Phillips and Beth Morris wanted the new competition rules posted on the NVPS website. Georgette Grossman will provide these to Jeff for posting.
- Susan Phillips inquired when Judges would receive passwords to see digital entries. Jeff said these are provided the Sunday that competition closes each month.
- Mike Whalen asked Jeff and Scott if they could simplify or automate the need for permissions to 1) display monthly winning images in the gallery and 2) enter winning digital images in the EOY competition. Scott said he would look into it.

4. Membership Coordinator (Tami Gragert)

- Tami provided 2 PDF’s containing NVPS contact information (cards and labels) that could be put on the web and printed out by members interested in promoting membership.
- Bob Friedman said he had a box of NVPS business cards he would give to her.
- Discussion followed about whether to continue to put the Membership Application on the NVPS brochure or not. All agreed that layout of the brochure should change so that tearing off the application did not eliminate important club information; perhaps images could be on the reverse of the application. Tami said she would work on it.

5. Secretary (Georgette Grossman)

- Georgette quickly reviewed highlighted questions in the Board Members Handbook to try to gather information for corrections/clarifications. For instance, any reference to slide projectors would be eliminated!
- Still need to discuss how often data from the Survey Monkey that Matthew Schmidt runs for Judges and Speakers will be provided. Board suggested annually, at the end of the club year.

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- Georgette provided a detailed attendance status report from last year to Board via e-mail to help them plan programs. She promised to provide the report to Jeff to post on the Board area of the NVPS website.
- Average attendance according to program were:
 - Speaker = 89
 - Workshop = 62
 - Competition = 76
 - Members Gallery & Forum = 59
 - 5th week = 50

6. VP of Operations (Brian Payne): (Equipment)

- Mike Whalen asked if there was any way to make the projection of prints less blurry. Brian said not really as it was a limitation of the technology.
- The cable used to connect the video camera with the digital projector (set up used to display prints on the screen during competitions) is having intermittent problems with the DVI connection at the projector. Jeff Hancock will look into finding a replacement cable, or a reasonable solution. Anticipated cost is less than \$50.
- Kevin Egan, Andrew Fritz, Alan Goldstein and Jeff Hancock will work on the Tech Team.

7. Tech Team (Kevin Egan, Andrew Fritz, Alan Goldstein, Jeff Hancock)

Kevin said he was learning to operate the equipment.

8. VPs of Programs (Jamie Kiechlin, Willa Siegel)

Jamie and Willa are filling in speaker slots.

Firm Commitments:

- 9/3/13: Adam Jones, Canon Explorer of Light
- 12/3/13: Dennis Dimick, Executive Editor, National Geographic Magazine
- 11/05/13: Alan Sislen, he will talk about some aspect of landscape photography
- 1/7/14: Alex Mody, Landscape, Wildlife and Nature Photography (Windland Smith Rice Award winner)

Recruiting:

- Bert CF Shankman, Flower Photography
- Evan Reinheimer, Kite Photography
- Crystal Rodriguez, Lorton Prison Gallery

Sandi Croan pointed out that the VPs of Programs, Competition, and the Forum Coordinator should exchange information so as not to choose the same people (avoid burn-out).

9. VPs for Competition (Susan Phillips, Beth Morris)

Susan will be taking care of most of the follow-up before and after the competition nights; Beth will be responsible for the point tabulation and managing the monthly Excel reports. They will both do the introductions, scoring and maintaining of sign-up sheets.

We have plenty of ribbons, no other gifts, such as mugs. There are 10 lens cloths at this time.

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The following judges have committed for these dates but we still have EOY judge plus March and May to schedule. Waiting to hear from a couple of folks, but I would like to square this away as soon as possible as there are many clubs doing the same thing. I know we enjoy new judges, but sometimes we need to go with the pros; so to benefit our members.

September 17 th	Josh Taylor (very enthusiastic about wanting to judge)
October 15 th	Alan DeFelice (a professional who gives workshops at Nature Visions and experienced judge for MWCC) (<i>Abandoned and Discarded theme</i>)
November 19 th	Mary Louise Ravese (received 100% approval from our board for previous judging)
December 17 th	Corey Hilz (very accurate and to the point, always well received)
January 21 st	Jim Steele (well-known fine art photographer and previous judge) (<i>Out of Place theme</i>)
February 18 th	Cindi Hobgood (gives workshops and teaches at Montgomery CC; along with her motion picture film experience. She is also interested in giving the club her lecture on iphoneography)
March 18th	TBD
April 15 th	Sue Bloom (college photography professor and writer of books on photo processing) (<i>Famous Places theme</i>)
May 20	Marti Belcher

- Susan asked for location of existing bios from people who have previously judged at NVPS—do we have them on our website or in archived copies of FotoFax
- Susan asked if the \$50.00 honorarium could be increased. Bob Friedman pointed out the Board discussed that last year and decided compensation for EOY and Monthly Judges should be the same—\$50.00.
- Susan asked for a description of the themed competitions for this coming year—Abandoned and discarded, Out of place, and Famous places. Sandi Croan and Kevin Eagan both said descriptions are not needed and even if provided, are often misinterpreted. It was up to the VPs for Competition, not the judges, to determine if an image was “theme-worthy”. They had the final word. There was some discussion of getting descriptions from the VPs for Competition that chose these themes (Melanie Marts & Tom Burden).
- Beth said that the VPs for Competition would explain the new Class system at our first meeting, September 3rd.
- Susan wanted the new competition rules posted on the NVPS website. Georgette will provide to Jeff Hancock for posting and directly to Susan, and Beth.
- Susan asked if Judges can post advertisements on the NVPS website. The Editor, Dan Ward, pointed out that speakers and competition judges for NVPS are offered the opportunity to have notices about up-coming tours and workshops in FotoFax for two years after the date of their NVPS program. It is up to the speakers and judges to provide current information to the Editor before publication date. NVPS members are also welcome to list their workshops, classes, events. Separate pages for such advertising are not provided on the NVPS website.

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10. Newsletter (FotoFax) (Dan Ward)

Dan provided the following information for the NVPS FotoFax

- Articles and items for FotoFax should be sent to editor@nvps.org
- The target date for sending out the newsletter is the Monday before the last meeting of each month. To make that schedule, I need all updates no later than the preceding Friday night. Most months, that is the Friday after the competition meeting. Exceptions are the September Newsletter and the June Newsletter. I send a reminder notice to board members at least a week before the deadline.
- Monthly Updates should be provided by the board members for Programs, Education and Training, Competitions, Members Forum, Members Gallery, and Field Trips. The coordinators for Portfolio projects, Nature Visions and special projects such as last year's Freeman Patterson projects should provide updates as appropriate.
- The deadline for the September newsletter is **Friday, August 16th**.
- Wants Ads to buy or sell photography related items are welcomed from any member.
- Workshop notices will be posted from anyone who has spoken at the club during the past 24 months, or from any member. We publish a brief summary with a link to that person's website. Photo tours can be included within this section.
- Events are listings of any non-commercial photography-related activity that would be of general interest.
- If we find errors in an issue of FotoFax, we normally make a correction in the version stored on line, but do not resend the issue unless it was a significant error that might impact members ability to attend an event. Corrected versions of the newsletter can be identified by the newsletter number having a dot one (Volume 48, Number 10.1)

11. Education and Training (George Lafko, Claire Carroll)

- *SURVEY TOPICS WHICH HAD HIGH LEVEL OF INTEREST*
 1. Post Processing - Lightroom-Aperture-Bridge; Apps; plug-ins; h/t make "painterly"
 2. Composition, Creativity
 3. Lighting - available light, studio light, flash, night, black light
 4. Street Photography - ethics; model release; areas to shoot around DC; story telling
 5. Motion - how to capture; action photography
 6. "Analyze for Common Flaws and how to fix"
 7. Presentation - print; mat; web; Facebook; gallery
 8. Anonymous Critique
- *TENTATIVE SCHEDULE*

09/10/13	Chuck Veatch	Photo Critique: NVPS member photos for upcoming Nature Visions expo
10/08/13	Ken Barnett Ginger Werz-Petricka	do a presentation about the Portfolio Project
10/29/13	Tom Schwab	Alaska from Juneau to Ketchikan: Lessons learned,

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- *TENTATIVE SCHEDULE*

11/12/13	Jay Heiser	Selected Photographs, Equipment
12/10/13	John Naman	Social Photography: Capturing the Moment
	Jeff Hancock	Abstracts Workshop: Ideas and techniques for creating abstract photos
		Creating in camera abstracts; use my portfolio, demonstrate taking photos with various swirl, zoom effects; results in real time, camera connected to projector.
01/14/14	Geoff Archer	Calumet Photo; presentation on camera sensor care and cleaning, and also he'll talk about various tools and techniques to use for monitor calibration.
02/11/14	POSSIBLE Vanessa Vick or Jamie Rose	Photojournalism Claire TBD
03/11/14	Cory Hilz	Post Processing - Lightroom-Aperture-Bridge; Apps; plugins; h/t make "painterly"
04/08/14	Matthew Schmidt	Anonymous Critique
04/29/14	PENDING	Presentation - print; mat; web; Facebook; gallery; swap meet
05/13/14	Ken Barnett Ginger Werz-Petricka	Final Review - Portfolio Project

- *NVPS MEMBERS WHO HAVE OFFERED TO PRESENT*

- Bill Prosser: I'll be happy to help any way I can. GGL note-could do another anon critique
- George raised the question of hosting professionals who may ask for an honorarium; Tom pointed out there was \$250 in the Education and Training budget.
- George asked about Calumet's offer to present. Sandi pointed out that in the survey members pointed out they did not want a "commercial" presentation.
- The Washington School of Photography asked if they could give a 15 minute overview of their program. Ginger suggested that perhaps they could make their pitch if they did the final review of the Portfolio Projects for 2014.

12. Member's Forums (Lea Schlosser)

So far, the following forum presentations have been scheduled

- Sept: Bob and Willa, Matting
- Oct: Dennis G., Light
- Nov: John Naman, Shooting in high ISO situations
- Dec: Christmas Eve, No meeting
- Jan: Portfolio Project, 1st Critique
- Feb: Dan Ward (not sure subject yet)
- Mar: Ginger, Water droplets
- Apr: Open
- May: Tami Gragert (possibly)

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13. Member's Galleries (Benita Mayo, Colena Turner)

This is what has been confirmed:

- September 24 = Digital: Timber Gooding, Print: Sandi Croan
- October 22 = Digital: Wayne Wolfersberger, Print: Minnie Gallman
- November 26 = Digital: Farzin Emani, Print: Bob Friedman [PENDING]
- January 28 = Digital: Beth Morris
- March 25 = Digital: Mike Whalen, Print: Lisa Legro

14. Member's Resource (Melanie Marts)

Melanie was not at the meeting.

15. Portfolio Project (Ginger Werz-Petricka, Ken Barnett)

Tentative schedule for the Portfolio Project:

10/8/13	Education & Training	"Developing Your Art & Vision through Creating a Portfolio"
1/28/14	Forum	Preliminary Portfolio Review: 3 person panel from the club to review. Tom Brett & Willa Friedman are confirmed, still lining up a third reviewer.
5/13/14	Education and Training	Final Portfolio Review: Reviewer TBD, we hope to get Missy Loewe from the Washington School of Photography

16. Field Trips (Chuck Campbell, Tom Pratuch)

Neither Chuck nor Tom was at the meeting. Mike Whalen plans to meet with them and Willa Friedman to do some planning.

17. Exhibits (John Quigley)

John was not at the meeting but sent this report:

NatureVisions : Friday, November 8 through Sunday, November 10, 2013

- NatureVisions planning is in full swing and I plan to send out informational e-mails in August. Last year I started earlier, but for the most part had to repeat everything as we got closer to the beginning of the club year.
- The NV website is up and has current info on speakers, lecturers, etc.at www.naturevisions.org.
- We hope to start registration on August 1. This year there will be no daily admission charge. There will be a 3 day package that includes the Friday seminar with Bryan Peterson, the Keynote on Saturday and all the lectures; and, a 2 day pass that includes the Keynote and lectures. Lectures, keynote and seminar may be purchased separately. **IF YOU BUY A 2 OR 3 DAY PASS THE LECTURES ARE INCLUDED.**
- NV received a \$10,000 grant from the Prince William Arts Council. Funds from the grant will be used to procure some paid advertising and to fund free classes for beginning photographers. We hope these efforts will help increase attendance. If you have friend and neighbors who might be thinking about getting into photography encourage them to attend and take advantage of these classes.
- Melanie Marts is helping me with the "Open Exhibit and there will be more news on this later.
- 2013 Exhibitor's Guidance has been posted on the website and contains instructions for the Open Exhibit as well as the Nature Exhibit.

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18. Meeting Facilities & EOY Coordination (Dale Nelson)

Dale did not attend the meeting.

MOTION: Bob Friedman moved to adjourn and Georgette Grossman seconded. Board approved we adjourn.

Mike Whalen adjourned the meeting at 10:20 PM.

Respectfully submitted,
Georgette Grossman
NVPS Secretary/Historian

Approved August 13, 2013

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Field Trips (Chuck Campbell & Tom Pratuch)

The Field Trip Coordinators were not present at the transitional meeting but they met with Mike Whalen, Bob and Willa Friedman, and Judy McGuire on Thursday, August 1, 2013. After much discussion they came up with the following tentative field trip schedule for the 2013–2014 year.

- Sep 7: Old Truck Graveyard in Columbia, VA
- Oct 19: Great Falls on MD side (includes C&O canal, Billy Goat Trail, Fall Colors)
- Nov 9-10: Bombay Hook, DE (overnighter)
- Dec 14: Arlington National Cemetery, Wreaths Across America (wreath laying)
- Jan 11: Harper's Ferry
- Feb 15: National Museum of the Marine Corps
- Mar 16 (Sunday): Annapolis harbor and historic district
- Apr 5: Fells Point: Baltimore Inner Harbor
- May: Preview 4th annual Joe Miller Abstract Photography Exhibit (*tentative*)
- May 18 (Sunday): Battle Creek Cypress Swamp
- Jul 12: Annual trip to Kenilworth Gardens