

CoNPS Operating Committee Minutes 11-4-19

Invitees:

Bayard Ewing
Ann Grant
David Julie
Denise Wilson
Amy Yarger

The number for call-in to the telephone conference is 712-775-7031, access code 481-598. There is no passcode or pin.

Items from the BOD Meeting, August 7, 2019, draft minutes dated 8-19-19

Action items from the BOD Meeting, delegated to the OC are verbatim from the minutes.

1. Board contact list. (Erica will work with Linda to fine-tune and upload the most recent version in the Google Drive). At their next meeting, the OC will discuss how to ensure that new board members are included in sharing the Google drive and updated in the roster. (all, 15 min)

It will be adequate to keep roster on Google Drive, so that new board members can access it. We propose to tell Linda once we know who new board members are, so that she can update roster – information will be made available through board meeting minutes.

Ex. Irene Weber, Pam Sherman – Amy will check to see if they are currently included in the roster, and let Linda know if they need to be included.

2. Marketing and Events Coordinator Position. Hiring for a “regular” rather than an interim position was discussed at the BOD meeting, but decision and Plan of Action was deferred to the OC. **The OC will discuss at their next meeting. (all, 20 min)**

Denise has done a terrific job – events this summer would not have happened without her leadership! Denise is interested in the position and feels confident that she can succeed at the role. Denise has been reporting her activities to the OC, and Denise and Ann consulted together on the annual meeting. Denise coordinated her seed collection business and annual meeting tasks by planning ahead. She recommends having details settled 30-60 days in advance.

A consideration if Denise took the role would be that she would no longer serve on the OC. We would need a supervisor for Denise and for Kathy. **Ann moved to offer Denise the position of Marketing and Events Coordinator for CoNPS. David seconded. All approved.** This would be at the current rate and average 40 hours/ month. **Ann will send an offer letter to Denise – David will provide Ann the template.**

The OC will recruit another person to serve on the OC in Denise’s place.

Ann is willing to supervise Denise. David is willing to supervise Kathy. Thank you, Ann and David!

The OC agreed that there was not a conflict with Denise in her marketing role and her tax preparation role.

3. Item as a follow-up to #2: Role of Denise on BOD and OC (Denise put down phone for 10 min) – *see above*

Item from David's last email:

4. Plant sales for 2020: Will we have one? What will be the format? Based upon last year's disappointing results, how can we plan for success this year? (David, 15 min.)

We ended up providing refunds for about 85% of the customers this year. One problem with the model we have now is that we distribute and sort plants at the last minute – we don't have a permanent location for the plants and are subject to weather. We are also dependent on volunteers and vendors – all of the risk is on CoNPS' shoulders.

Another possible model is to have vendors bring a bunch of plants, and have customers choose from what's available and CoNPS gets a cut – no pre-ordering. If we want to move forward, we need to initiate with the growers now. Mo suggested doing only 2 sites on separate weekends (HPEC and Harlequin's). We could also have people indicate on the website what plants they are interested in. Decision: No pre-orders. **Denise will interview vendors in the next month and report back. We don't expect the plant sale to be as lucrative as in past years.** We'll try this model out in 2020 and evaluate plant sales based on the result.

Other Possible items (could be agenda items for the BOD meeting in November):

5. Location for 2020 Annual Conference. How is this decision made? (Ann & Denise) (15 min)

The chapter has to be consulted and has to agree to host. The last 6-7 years, there's been a rotation: Denver, Boulder, CO Springs, Ft. Collins, Plateau (volunteered). The board can decide who we want to ask, but the chapter must take leadership. Lenore has already approached us and the chapter has a theme in mind. **Denise will ask Lenore for confirmation that the Denver chapter would be willing to host, and will continue researching venues through the end of the week.** We would plan for a minimum of 250 attendees. Ann is preparing a handbook to guide the conference planning process and will stay on committee as past chair for continuity.