



HMGS EAST

Eastern Chapter Historical Miniatures Gaming Society

Tax ID # 52-1463458

5/17/2008

Minutes of Meeting of Board of Directors on May 17, 2008

Call to Order

President Pete Panzeri called the meeting to order at 9:25 am in Room 422 at the BWI International Airport Hampton Inn.

Quorum

A quorum was established with the following Directors:

President Pete Panzeri
Executive Vice President and Vice President for Convention Operations John Drye
Treasurer Dudley Garidel
Secretary Bill Rutherford

Also present were:

Historicon 2008 Director Bob Giglio
Historicon 2008 Deputy Director Neil Brennan

Arriving during the meeting were:

Vice President for Outreach Mike Pierce (dialed in via speaker-phone at 9:35am)
Vice President for Communications Heather Blush (arrive 10:05 am)
Cold Wars 2009 Director Frank Preziosa (arrive 10:05 am)
Cold Wars 2009 Registrar Michelle Preziosa (arrive 10:05 am)
Vice President for Education Don Manser (dialed in via speaker-phone at 12:06 pm)
2008 Board Election Manager James Curtis (dialed in via speaker-phone at 2:13pm)

Resignation of VP for Outreach

Mike Pierce dialed into the meeting to inform the Board that due to a number of work and family-related circumstances he was resigning from the Board. He then disconnected from the meeting. Shortly thereafter his written resignation arrived via e-mail (Attachment 1).

Order of Business

The Board reviewed the agenda, accepting it by unanimous consent.

2008 Annual Meeting of Members Meeting Notice

Bill Rutherford reported on the status of the 2008 Annual Meeting of Members meeting notice, submitting the publication timeline at Attachment 2.

Bob Giglio reported that the meeting will take place from 8am – 10am on 26 July 2008 in the Hopewell Room of the Lancaster Host Resort.

Off-site Storage Options for HMGS Equipment

Bill Rutherford reported on storage options for HMGS computer and other equipment.

John Drye accepted Board tasking to work with the three Convention Directors to review Bill Rutherford's report and to make a recommendation about off-site storage options NLT the next Board teleconference.

Convention Registration System Management & Transition

Tabled by unanimous consent of the Directors present until after Frank Preziosa arrived at the meeting.



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Property Accountability Update

Dudley Garidel reported the status of the property accountability SOP on which he's working.

Dudley Garidel accepted Board tasking to design a property receipt form to be provided to the Board for review NLT the next Board teleconference.

Financial Status Report

Dudley Garidel reported on HMGS's financial status.

Pete Panzeri reported on the presence of the HMGS financial reports in the HMGS newsletter.

Frank Preziosa, Michelle Preziosa, and Heather Blush arrived at the meeting.

Convention Operations

Discussion of convention staff policy was tabled by unanimous consent until the afternoon.

Frank Preziosa reported on Cold Wars 2008:

- Recommended changes to registration system
- Provided status of convention shirt re-order

Bob Giglio reported on Historicon and submitted the written report at Attachment 3.

John Drye accepted Board tasking to coordinate with the three Convention Directors and the Treasurer to draft a convention count-out SOP and to establish a pool of convention count-out staff candidates and to report to the Board NLT the next Board teleconference.

John Drye reported on tentage for Historicon 2008 at the Lancaster Host.

Dudley Garidel requested draft FY2009 convention budgets to be submitted by the three Convention Directors NLT 1 October 2008.

Flames of War Tournament Status

John Drye reported on the 2008 National Flames of War tournament being held at Historicon 2008.

Convention Contracts

John Drye reported the status of upcoming contracts for conventions at the Lancaster Host and the Eisenhower Convention Center.

Board Vacancy

Don Manser dialed into the meeting.

John Drye made and Bill Rutherford seconded the following motion:

The HMGS east vacant Board seat (term ending 23 July 2009) is appointed in precedence of votes received in the 2008 Board election, effective 24 July 2008.

Pete Panzeri called the vote, the motion passing unanimously by the Directors present and dialed in to the meeting.

Education



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Don Manser reported on National History Day activities.

Don Manser accepted Board tasking to provide a list of 2008 National History Day events to the Board NLT 24 May 2008.

Don disconnected from the meeting at 12:37 pm.

Outreach

Pete Panzeri made and Dudley Garidel seconded a motion to appoint Heather Blush as Outreach/Promotions Director..

Pete Panzeri called the vote, the motion passing unanimously by the Directors present.

Pete Panzeri reported on HMGS outreach activities.

Bill Rutherford accepted Board tasking to ask the Virginia Renaissance Faire to submit an invoice to Hajek & Associates with a copy to the Treasurer, requesting reimbursement for tent rental at the 2008 Virginia Renaissance Faire.

Frank Preziosa reported on the 140th anniversary of the Battle of Champion's Hill outreach activity he took part in during 15 – 16 May 2008 in Egg Harbor, NJ.

Heather Blush accepted Board tasking to provide an updated HMGS Affiliated Clubs list to the Board NLT Historicon 2008.

Member Communications

Heather Blush reported on the current newsletter's status.

Heather Blush accepted Board tasking to solicit a Military History Journal editor and to report to the Board on the status of the solicitation NLT the next Board teleconference.

Heather Blush accepted Board tasking to investigate the costs of having part or all of the HMGS newsletter production out-sourced and to report to the Board NLT Historicon 2008.

Bill Rutherford requested the Board to ensure that, if there is no December 2008 HMGS newsletter, that a 1st class post-card membership renewal reminder go out to the HMGS membership in December 2008.

Bill Rutherford accepted Board tasking to draft a membership renewal SOP and renewal reminder, due to the Board NLT Historicon 2008.

HMGS Websites

Heather Blush reported on the need for consistency, continuity, and connectivity among the HMGS websites, including www.hmgs.org, www.coldwars.org, www.historicon.org, and www.fall-in.org.

Pete Panzeri accepted Board tasking to provide a draft set of standard HMGS logos and marketing images to the Board NLT the next Board teleconference.

Promotions/Marketing



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Pete Panzeri made and John Drye seconded a motion to approve expenditure of not more than \$1,100 to produce an HMGS promotional/award coin.

Pete Panzeri called the vote; the motion passed unanimously by the Directors present.

HMGS Promotional Videos

Pete Panzeri reported on an HMGS video proposal.

Heather Blush accepted Board tasking to report to the Board the status of the HMGS promotional video clip NLT Historicon 2008.

Industry/Vendor Liaison

Pete Panzeri reported on the affiliated vendor list.

Pete Panzeri accepted Board tasking to temporarily fill the Industry/Vendor Liaison position and to provide a draft solicitation notice and criteria to be on the list to the Board NLT the next Board teleconference.

Convention Registration System Management & Transition

Bill Rutherford accepted Board tasking to provide a draft a legacy convention registration system management statement of work to the Board NLT 26 May 2008.

2008 HMGS Board Election Report

James Curtis dialed in to the meeting and reported on the status of the HMGS 2008 Board election.

John Drye accepted Board tasking to serve as the Board liaison to the 2008 HMGS East Election Committee.

Committees and Projects

The BoD established and/or re-established the Committees and Committee Chairs:

- Election and Referendum Oversight Committee
 - Chair James Curtis
- Bylaws, Policies, and SOPs Committee
 - Chair John Drye
- Convention Site Committee
 - Chair Pete Panzeri
 - Vice Chair John Drye
- Awards Committee
 - Chair Pete Panzeri
- Legacy Convention Registration System Committee
 - Chair Bill Rutherford
- Convention Operations Committee
 - Chair John Drye
- Financial Oversight Committee
 - Chair James Curtis
 - Members Dudley Garidel, Jim McGaughey, and Rick Egtvedt
- Copyright & Trademark Committee
 - Dudley Garidel
- Education Committee



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- Chair Don Manser
- Vice-chair Pete Panzeri
- Outreach and Promotions Committee
 - Chair Heather Blush
 - Vice-chair Pete Panzeri
- Membership Communications and Newsletter Committee
 - Chair Heather Blush
 - Vice-chair Pete Panzeri
- Industry Liaison Committee
 - Chair Pete Panzeri
- Convention Registration Committee
 - Chair John Drye

The Board discontinued all other committees.

Heather Blush accepted Board tasking to send the Information Technology Officer advertisement to Bill Gray for incorporation into the HMGS website NLT 26 May 2008.

Convention Site Committee

Pete Panzeri reported on the status of the convention site search (See Convention Site Search Matrix template at Attachment 4).

Approval of Minutes

Bill Rutherford made and John Drye seconded a motion to approve, as amended at this meeting, the minutes of the 6 March 2008 Board Meeting.

Pete Panzeri called the vote; the motion passed by unanimous consent of the Directors present.

Bill Rutherford made and John Drye seconded a motion to approve, as amended at this meeting, the membership draft minutes of the 8 March 2008 General Membership Meeting.

Pete Panzeri called the vote; the motion passed by unanimous consent of the Directors present.

Bill Rutherford made and John Drye seconded a motion to approve the minutes of the 6 March 2008 Board Meeting.

Pete Panzeri called the vote; the motion passed by unanimous consent of the Directors present.

Bill Rutherford made and John Drye seconded a motion to approve, as amended at this meeting and Pending Don Manser's approval of the Education Report, the minutes of the 30 March 2008 Board teleconference.

Pete Panzeri called the vote; the motion passed by unanimous consent of the Directors present.

Bill Rutherford made and Heather Blush seconded a motion to approve, as amended at this meeting, the minutes of the on-line votes for the period 20 July 2006 – 17 May 2008.

Pete Panzeri called the vote; the motion passed by unanimous consent of the Directors present.

Scheduling of Next Board Meeting

The next Board meeting will be a teleconference at 7 pm Eastern Time on 22 June 2008.



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Dudley Garidel accepted Board tasking to set up the teleconference NLT 15 June 2008.

Bill Rutherford made and Heather Blush seconded a motion to adjourn.

Passed by unanimous consent of the Directors present.

The meeting adjourned at 4:20 pm

APPROVED _____ DATE _____
Pete Panzeri, President

APPROVED _____ DATE _____
Bill Rutherford, Secretary



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ATTACHMENT 1: Resignation

Fellow Board Members,

It is with great regret that I must offer my resignation to the HMGS-East BOD, effective immediately.

A combination of increased responsibilities and scope of my job at work, and some personal issues make it impossible for me to continue to serve on the BOD as a contributing member. I don't see it getting any better in the near future, so I feel it important to step out of the way so the BOD can get someone who can devote the time necessary to this important position.

It has been a privilege and an honor to serve with you all. I think we fashioned a good team spirit, and know that the new BOD members can build on what we, and all our predecessors, have done for this great hobby!

Semper Gamer!!

Best Regards,

Mike Pierce



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ATTACHMENT 2: 2008 Annual Meeting of Members Meeting Notice Publication Timeline

- 25 Jun 08 @ 2400: Deadline for procedural issues to be included in the meeting notice
- 26 Jun 08: Contact Mailing House to start ball rolling for meeting notice
- 29 Jun 08: Draft meeting notice to Board for review
- 7 Jul 08: Draft meeting notice to Mailing House for proofing & quote
- 13 Jul 08: Membership date of record for meeting notice (this is driven by rqmt to get mailing list to mailing house in adequate time to mail meeting notices by 16 Jul 08, below)
- 16 Jul 08: Post-mark date of meeting notice
- Item to appear under new business: Amendment of Articles per that from CW08. Lack of quorum means the business was never brought before the membership so it's still new.



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ATTACHMENT 3: Historicon 2008 Report

(attached on following page)



HISTORICON™

Historical Miniature Gaming's Biggest Summer Vacation! 2008

HISTORICON REPORT

6 March 2008

By Bob Giglio – Convention Director

I – OVERVIEW

1. Sunday Count Out: Has anyone been secured to replace the previous count out person (Richard Egtvedt) yet?
2. Additional Local Hotel: Due to Lancaster Township delays, construction on the new Candlewoods Suites could not begin in April so they could open June 2008. As a result the brand name was changed to Comfort Suites, which will now be ready in 2009, and a Group Block contract will be established with them for HISTORICON 2009. The result is that the total Group Block (3 hotels, not including the Lancaster Host) reserved for HISTORICON 2008 is still 171 rooms (50 more than last year!)
3. John Drye (ConOps) and I will be meeting with the Host Management on Friday 10 AM to discuss the Wheatland Room (Comedy Club) at HISTORICON.

II – PROMOTIONS

1. Osprey Publishing: As a sponsor, besides promoting via their newsletters (distribution 20,000/month), they will be printing HISTORICON 2008 fliers to hand out at the Osprey booth at Salute – the largest miniature gaming tradeshow in Britain – in April.
2. Armchair General Magazine: Are returning again this year as a sponsor. In addition to their speakers and adverts in their magazine promoting The Military Seminar Series, they will be have a web page on their website of their speakers and links to our website.
3. Miniature Wargames: Have given permission to use their 4-page AAR (Nov.'07 issue) of HISTORICON 2007 on the convention website for promotional purposes, and this is also on the HMGS website as well.
4. Casemate Publishing, Ltd: Working with them to be involved for promotions and speakers; a new untapped promotional avenue of history enthusiasts.

III – EXHIBITORS

1. Brochure Adverts: Already have requests 2 full-page full color adverts (\$1700 total income), a third pending.
2. Program Adverts: Due to demand for the only full color advert space in the convention program (i.e., back cover) – there will be two new firsts for HMGS East!
 - The inside of the cover will also be in color, and rates increased accordingly
 - There will be one sheet of color (4 pages) in the program itself – two new firsts!

IV - EVENTS

1. Flames of War US National Tournament: A major event will have its first year at HISTORICON in 2008.
2. Field of Glory: This new ancients and medieval rules set by Slitherine and Osprey Publishing will be another new tournament at HISTORICON 2008, plus demos.
3. Painting Events: Iron Paintbrush will be expanded a bit for 2008, since it seems to be well received in 2007.
4. Modeling Competition: Society of the Daisy will run and sponsor this new hobby competition.
5. Military Seminar Series: Another robust slate of speakers/seminars; some of the speakers this year are:
 - Rene Chartrand, Guest of Honor (theme)
 - Dr. Walter Powell, Director – Braddock Road Preservation Association (theme)
 - Doug MacGregor, Ft. Pitt Museum (theme)
 - Martin West, Director – Ft. Ligonier (theme)
 - Col. David Glantz (WWII)
 - John Hill – 25th Anniversary of Johnny Reb
 - Lester Grau (Modern Wars)
 - Plus others, including seminars by Osprey
 - Christopher Duffy was planned to be a Guest of Honor (theme), but declined
 - Theme GM Guests of Honor: Rules author Bill Protz, w/Jim Purky, both of SYW Assoc.; will present “big battalion” SYW games. Both will co-host a seminar.



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ATTACHMENT 4: Convention Site Search Matrix

Site	Site & Hotel Quality	Pop mass/ Location	Exhibit Space Cost	Exhibit Space Sq. Ft.	Hotel Room Cost	Total Hotel Rooms	Parking cost/ amount	on/ offsite Dining	Airport & Highway Proximity	Family & Tourism Desitnation	OTHER NOTES: Availability Dates; Handicap Access etc
Lancaster Host	Substandard	Remote /PA	\$13K	80k Sq.Ft *	\$125	300 on-site 900 in area	Free/ Limited	Excellent/Good	BWI 90 mi / Interstate 35 Miles	Adequate	Available. /// Hcap Access Poor .. Overall - Access Poor [* Space is Counting upstairs Showroom]