



HMGS EAST

# Eastern Chapter Historical Miniatures Gaming Society

Tax ID # 52-1463458

12/2/2007

## Minutes of Teleconference Meeting of Board of Directors December 2, 2007

### Call to Order

EVP Heather Blush convened the teleconference meeting at 7:20 pm EST on December 2, 2007.

### Determination of Quorum

A quorum was established, with the following Directors and officers dialed-in:

President Pete Panzeri (dialed in 7:30pm)  
Executive Vice President Heather Blush  
Vice President for Convention Operations John Drye  
Treasurer Dudley Garidel  
Vice President for Education Don Manser  
Vice President for Outreach Mike Pierce  
Secretary and Vice President for Member Services Bill Rutherford

Cold Wars 2008 Director Frank Preziosa

### Agenda

Dudley Garidel made a motion, seconded by John Drye, that the following agenda be approved:

- Larabee & Associates
- HMGS Audit
- Hajek & Associates
- Fall In Contract Renewal
- Convention Site Committee Progress
- Convention Equipment
- Discussions with Battlefront USA
- Bylaws Changes
- Approved Minutes Distribution
- Newsletter

The motion passed unanimously by the Directors present.

### Larabee & Associates

Dudley Garidel made & Bill Rutherford seconded a motion that the Treasurer be authorized to negotiate with and to retain the services of Larabee & Associates if he feels terms are satisfactory, for the 2007 tax year review of records and required IRS Form 990, and state tax forms.

The motion passed unanimously by the Directors present.

Dudley Garidel further recommended to the Board that there be a financial statement review by Larabee & Associates for 2007, with an audit in 2008.

President Pete Panzeri dialed in at 7:30 pm.

Pete Panzeri assumed the chair from Heather Blush at 7:31 pm.

The Board agreed unanimously to release a report about the upcoming audit in the current newsletter and in other HMGS forums.

### Hajek & Associates



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Dudley Garidel recommended to the Board that HMGS East enter into a new contract with Hajek & Associates for one year and that if HMGS wants to execute a new RFP in a year's time, it would be appropriate to do so.

Pete Panzeri, with Board consent, tasked Dudley Garidel to provide a letter describing services from Hajek & Associates to the Board, NLT 9 Dec 07.

## **Fall In Contract Renewal**

John Drye made & Pete Panzeri seconded a motion that the Board authorizes Jim McWee to negotiate contracts for the Eisenhower/All Star Sports Arena and Fall In! for 2009 and 2010.

The motion passed unanimously by the Directors present..

## **Convention Equipment**

John Drye reported to the Board that he will acquire a new credit card machine for convention use. The old credit card machine is wearing out and will be retained as a back-up machine. The price of the new machine will be within the VP for Convention Operations' spending limits.

John Drye reported to the Board the need acquiring a Vista-equipped laptop computer for use for convention operations and will await further Board review before taking any action.

## **Historicon Relocation**

The Board agreed unanimously to table discussion until end of the agenda, time permitting.

## **Discussions with Battlefront USA**

Pete Panzeri reported the status of ongoing communications with Battlefront USA.

## **Approved HMGS Bylaws Changes**

Pete Panzeri, with Board consent, tasked Bill Rutherford to provide a current (as of 12/2/07) copy of the bylaws to the Board NLT 3 December 2007.

Pete Panzeri, with Board consent, tasked the Directors to review the bylaws and comment on them NLT 9 December 2007. If Bill Rutherford does not receive objection from any Director by that time he will forward the bylaws to Bill Gray for publication on the HMGS website and will enter them into the corporate records.

## **HMGS Minutes**

Pete Panzeri, with Board consent, tasked the Directors to review all of the recently approved HMGS meeting minutes NLT 9 December 2007. If Bill Rutherford does not receive objection from any Director by that time he will forward the minutes to Bill Gray for publication on the HMGS website.

## **HMGS Newsletter Status**

Heather Blush reported on the status of the current newsletter.

Pending articles for the newsletter are due NLT 3 December 2007.

Pete Panzeri, with Board consent, tasked Heather Blush to provide a copy of the pre-publication draft of the newsletter for Board review NLT 4 December 2007.

Bill Rutherford will provide a current membership listing to Heather Blush NLT 3 December 2007.

## **Convention Site Committee Progress**

John Drye and Pete Panzeri reported on committee activities.



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Pete Panzeri, with Board consent, tasked John Drye with providing the Board with a copy of the Convention Site Matrix NLT the next Board meeting.

## **HMGS Business Software**

Bill Rutherford recommended to the Board that HMGS acquire donated licenses for MS Office Professional 2007.

## **Scheduling of Next Board Meeting**

A tentative date was set for 12 January 2008 at the Hampton Inn at BWI.

## **Motion to Adjourn**

Bill Rutherford made and Don Manser seconded a motion to adjourn.

The motion passed unanimously by those Directors present.

The teleconference adjourned at 9:11 pm.

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
Pete Panzeri, President

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
Bill Rutherford, Secretary