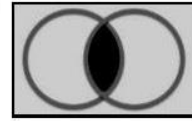




Polaroid Retirees Association

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Mary McCann, Secretary

Minutes of Board of Directors' Meeting December 11, 2018

Attendees: Arthur Aznavorian, David Bayer, Larry Chelmow, Nino Dilanni, John Flynn, Elizabeth Foote, Eva Karger, Erika Kliem, Mary McCann, Jim Micheson, George Murray, Bill Rosen, Richard Rosenblatt, Robert Ruckstuhl and Eric Thorgerson,

Absent:, Al Clark, Milt Dentch and Maryann Hall,

Call to Order: President George Murray

The President called the meeting to order at 9:15AM

New Business –

Location Change for Luncheons

A new committee to investigate an alternate luncheon meeting site was formed. It will be chaired by Milt Dentch with Eva Karger, John Flynn, Arthur Aznavorian and Bob Ruckstuhl participating.

May of 2020 would be the earliest that such a change would take place.

There are a number of criteria to be considered for any location, including, (but not exclusively), location and ease of access, capacity of rooms and range in number of probable attendees, (100 to 300), time of availability of the rooms, parking availability, traffic during hours of convening, and cost (which can vary with proximity to population centers).

As soon as Bob, Milt and George agree on a set of criteria for a new luncheon location the committee of Aznavorian, Karger and Flynn will start researching prospective locations.

Milt Dentch had contacted a Holiday Inn in Marlboro, which gave a sample price of \$47 per person.

Bob Ruckstuhl had prepared a number of maps showing density of membership and distribution of attendees at Spring Luncheons. Figures showing two of the maps are included at the end of the minutes.

Holiday luncheon Plans:

Richard Rosenblatt reported that lunch would be served in the room where our meeting was held, and we could use that room and the outer room for gathering before lunch.

This turned out to be quite convenient.

Secretary's Report -

The secretary's report and the Rolling Calendar were circulated by email prior to the meeting and the board voted to accept the minutes accepted as amended.

Treasurer's Report

Nino Dilanni circulated by email a schedule including the November 2018 actuals, the 2018 total year forecast and the 2019 preliminary budget. The Board voted to accept the report as transmitted.

In summary, the total assets (cash available) are as follows:

2017	Actuals	\$33,358	
2018	Total year forecast	\$30,077	diff(\$3,281)
2019	Budget	\$29,358	diff(\$4000)

The projected deficit of around \$4000 was consistent with the diminishing membership numbers – mostly due to aging of retirees and the subsidization of Fall Luncheon costs by the PRA. The deficit could be addressed by increasing dues or luncheon fees. However, resolution would depend on a variety of issues and discussion was postponed indefinitely.

Committee Reports

Membership:

Bob supplied a number of maps for the discussion about a new luncheon location. Scans of two of the maps are included at the end of the minutes.

Where PRA members live in Metro Boston (850)

Arlington, Cambridge, Waltham, Framingham and Norwood had the highest numbers, > 21

2018 Spring Luncheon Attendance by Home Town (111)

2017 spring Luncheon Attendance by Home Town (185)

2014 Spring Luncheon Attendance by Home Town (191)

Where PRA Members Live in Metro Boston (850) with 5 mile circles

Membership as of 12/1/18 is essentially the same that it was on 11/1/18 - A total of 1187 members of which 864 are paying members, 201 are lifetime, and 122 are nonpaying.

At the November meeting Bob projected lowing 105 members at the end of the year. That number has dripped to 100, with 27 being paying members.

He will publish the end of year numbers in January and will send a 2019 electronic copy of the roster to all BOD members, and a printed copy to those who might need one.

Condolences:

Maryann Hall emailed the only condolence so far for December:

Meagher, Nancy, 81, Stoughton, 12/6/18 was the mother of Cynthia, Richard and Karen, and grandmother of three and great grandmother of two. She enjoyed shopping, spending time at the beach and on Cape Cod, watching the Patriots and spending time with her children and grandchildren. Nancy worked in Norwood and Waltham. She was a member of the PRA.

May 2019 Speaker

Eva reported that Elizabeth Collins of Lahey Hospital is scheduled for the May Meeting.

October 2019 Speaker

Mary reported that Monte Reel had agreed to speak at the October 2019 Meeting. Since his home base is the Chicago area, Mary offered to pay his lodging for the evening prior to the

talk. In the past, very few speakers have had any expenses paid by the PRA, and a speaker from a local museum was not invited because a speaker's fee was necessary. After discussion, the board voted that the PRA would cover his hotel costs. It was also agreed that in the future, payment of speakers' costs would be addressed on an individual basis as questions arose.

The board did not object to having his book for sale at the luncheon. The question of how to handle his book has yet been not been further addressed with him but Mary will inquire about the process that Monte Reel has used.

New Member Packages

Larry Chelmow and Arthur Arthur Aznavorian reported that they plan to put together a "New Members' Package" to give to board members to keep and distribute as Touie Jackson did for so many years. Touie will be invited to be on the committee.

It was felt that including Newsletters in the package could be expensive, and that the Newsletters would age out of date every quarter. Inclusion of the PRA website address in the package would give access to both the most current issue and any past issues.

Old Business

October Luncheon Recap

Bill Rosen agreed to explore how to include Retirees' Work Locations on the ID badge, and what changes might be necessary on the Newsletter reservation form.

Mary will make the photo boards available again at the May Luncheon. We will not try to collect photos in advance but will plan to have means of mounting photos or memorabilia at Lantana.

Newsletter Update

Elizabeth reported that the Newsletter was expected go out on the 20th, and that it would be sent by first class mail.

The actual mailing date was January second.

Elizabeth also reported that an attendee at the October Luncheon was identified by his photo, and was contacted and notified about his PBGC Pension. – the power of the press!

1265 Main St Polaroid Commemorative

Eric reported that there would be a meeting with Waltham City Councilor Kathy McMenimen and the 1265 Site Managers on December 14th.

Rolling Calendar

Mary McCann asked to be alerted for any changes to the calendar that become necessary.

PRA Rolling Calendar 2019

Rev:1/5/2019

Polaroid Retirees BOD Calendar Jan 2019 – Dec 2019

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2019

January No BOD meeting

Issue Updated roster to board members - Update roster

February No BOD meeting

By Feb 28th

President chooses 3 BOD members, excluding officers, as the Nominating Committee for the purpose of selecting a slate of *officers*
Candidates
Committee may elect a chair.

March 12 (Tuesday) BOD meeting (TBD)

Website renewal (New credit card)
Newsletter to the printer March 5

By Apr 1

And By Apr 5th

Nominating Committee talks to current officers to ascertain eligibility and interest agrees on slate for election of officers

April 9 (Tuesday) BOD meeting

Order clocks for retiring board members
Tax Return (Form 990EZ) due by April 15
Nominating Committee requests BOD suggestions for officer nominations

May 7 (Tuesday) BOD meeting

Prep for and conduct annual meeting
Review graphs of membership history and forecast
Review membership history and forecast

For the BOD

Nominating Committee creates slate of candidates & writes it up gives the officer slate to BOD members after the May Members' Meeting

May 15th (Wednesday) Member's luncheon

Confirm speaker for fall luncheon
Discuss possible speaker for next year's spring luncheon May 17 (Wed)
Review membership history and forecast

By 31-May

BOD and Members may suggest officer candidates

June 11 (Tuesday) BOD meeting

Nominating Committee hands out officer ballots created prior to meeting
Officers are elected by secret ballot & begin terms
Fill out and publish committees for the coming year
Renewal of Waltham PO Box -July 31

	Newsletter Q2 to the printer July 5th
<u>July No BOD Meeting</u>	Membership Box Renewal
<u>Aug No BOD meeting</u>	Q3 Newsletter to the printer August 15. (Moved to Sept.per E.Foote)
-	
<u>Sept 10 (Tuesday) BOD meeting</u>	Discuss possible speakers for next fall luncheon Oct
-	Confirm speaker for next spring luncheon BOD meeting
-	Sept Newsletter to printer Sept 10 in time for Oct Lunch registration
	Include letter to members w/ delinquent dues w/ Q3 newsletter mailing
<u>Oct 8 (Tuesday) BOD meeting</u>	Bulletin Board Feature on Website Renewal (new credit card) (One week earlier than Members luncheon) Annual registration with MA Secretary
<u>Oct 16 (Wednesday) Members Luncheon</u>	
<u>Nov 12 (Tuesday) BOD meeting</u>	Poll former BOD for attendance at December luncheon Confirm Dec lunch with Chateau Confirm name of luncheon coordinator for spring luncheon Review preliminary budget for next year BOD meeting Publish dates of next year's board members and luncheons BOD meeting and holiday lunch
<u>Dec 10 (Tuesday) BOD meeting</u>	Newsletter to the printer December 20 Approve next year's budget Issue thank you notes to Nocera family for Norwood Chateau
<u>INSERTED FROM MARCH</u>	Poll board members, whose terms are up <i>in May</i> to see if they are interested in running again.
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Adjournment A motion was made, seconded, and approved unanimously to adjourn at 11:15 AM. Respectfully submitted by Mary McCann January 6, 2019

Future Meeting Dates

DIRECTORS: All at the Chateau (Doors open 9:00AM; Meeting at 9:15)

For 2018: Dec 11

For 2019: Mar 12, Apr 9, May 7, Sept 10, Oct 8*

Nov 12 and Dec 10

MEMBERS LUNCHEONS: May 15 2019, October 16, 2019

