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Federation of Historical Bottle Collectors

FOHBC Board Meeting Minutes

Board of Directors Conference Call / Zoom Meeting

2 May 2023, 7:00 pm CST

President Michael Seeliger called the video conference call to order at approximately 7:00 pm CT.

Present: Michael Seeliger, President
Alice Seeliger, Secretary
Ferdinand Meyer V, Director-at-Large
Elizabeth Meyer, Business Manager/Membership Director
Eric McGuire, Western Region Director
Stephen Jackson, Second Vice President
Henry Hecker, Midwest Region Director
Brian Bingham, Historian (joined at Item 4 h)
Charlie Martin, Northeast Region Director
John O'Neill, Director-at-Large
Craig Cassetta, Conventions Director
Kathie Craig, Treasurer

Absent: Tom Lines, Southern Region Director
Richard Siri, Director-at-Large

Guests: None

1. Michael Seeliger welcomed those in attendance. Roll call was taken for board members. An agenda had been emailed to each board member.
2. No non-board members or guests were present.

3. **Treasurer's Report**

Michael reviewed the May financial report that was shared on screen. He noted that we are down about \$3,000 but we remain in good shape. The report did not include Elizabeth's payment for April, but she noted she made that payment today. Michael concluded that we need to solicit donations more actively for the Virtual Museum and FOHBC operations. He would also like to see a breakdown of membership receipts each month and magazine ad revenue for each issue as well as souvenir program ad receipts and accounts receivable. Magazine ads are paid at the time of submittal. Elizabeth will prepare these reports. Ferd noted there is a Google document available to Michael that contains much of this information. Past due notices will need to be sent out for unpaid souvenir program ads. Michael offered that he and Kathie could help with this if Elizabeth and Ferd could use the help.

4. **Unfinished Business**

- a. Elizabeth reported that **we are not incurring any transaction fees for deposits** because she is keeping a sufficient balance and deposits do not exceed the number allowed.
- b. Kathie has talked with her accountant about preparing the **FOHBC annual return**. She needs to see the last two years' return. Michael will re-send them.
- c. **Marketing/Merchandising Director position(s)**. Ferd noted that a meeting has been held about this and another one will be held later this week. There is still much to be decided about how to define these positions. This will also affect the bylaws revision. A Marketing Director's duties could potentially include Public Relations, Merchandise, website, and magazine and this needs to be fleshed out. Michael concurred that it was too early to solicit input from the board.

- d. **The Membership Benefits Statement** has been drafted by Alice and Ferd has presented his suggestions. Both documents were sent to Michael for input. Alice will incorporate Ferd's suggestions and send another draft to Michael. After he approves, it will be distributed to the board for approval. The goal is to have this appear in the July-August AB&GC.
- e. **Assistant Sales director request for volunteers.** Michael and Ferd noted that this position could be incorporated into the Marketing/Merchandising position, so this is still in the discussion stage.
- f. **Scanner progress.** Brian Bingham has a very sophisticated scanner that will produce a searchable index and he is awaiting Michael's approval to begin this project. Ferd provided a list of documents to begin with, but Brian needs a bit more direction on this. Michael approved Brian beginning this project. Brian also indicated he would pay postage both ways for documents to be sent to him and returned if needed. He will disassemble and reassemble magazines and sheet feed, but he will need to hand scan books. He is eager to begin!
- g. **Phase II APR.** No update at this time.
- h. **Progress with assistant to Business Manager.** The three-month period has expired but there is still \$1,200 of the budget amount of \$3,000 available. Elizabeth's assistant has been working 4-6 hours a day on Tuesdays and Thursdays. This is only keeping Elizabeth's head above water and is not allowing her to get ahead. Charlie made a motion that the position be continued until the full \$3,000 has been expended and then it will be reviewed again. Alice seconded the motion. In the discussion that followed, O'Neill suggested we just keep this a permanent position until everything is caught up. The workload has gone from managing membership for 700 members to almost 2,000. DeeDee, Elizabeth's assistant is handling bank and post office drops and pickups, and mailing packets to clubs, etc. Craig felt the position should continue. Alice noted that it should not be Elizabeth's goal to stretch out the funding by limiting the hours but rather she should use it up as fast as she can to get the work caught up. Elizabeth will see if DeeDee can work more hours or if her granddaughter can begin helping also. Ferd noted this could be another reason to solicit donations to the Virtual Museum. A vote was taken, and the motion passed unanimously.
- i. **Hall of Fame recipient,** Jerry McCann contacted Michael to express his appreciation for being recognized with this award. He suggested we develop a working relationship with Jar collector organization and clubs.
- j. **Committee membership interest**
 - i. **Website.** Ferd needs help updating the links on the website, show calendar updates. He had sent a project list to all board members indicating where assistance is needed. Board members are asked to review that list and help where they can. Michael said he would work on the links project.
 - ii. **YouTube project.** Michael sent Craig a test video of an interview with Bill Mitchell that took only 5 minutes but became a very large file. Craig is learning how to edit his videos in i-movie. Ferd suggested Craig check with Alan DeMaison for input on this project including his recommended software.
 - iii. **Merchandise.** Discussed previously.
- k. **Bylaws committee meeting report.** Steve Jackson said the committee has come up with a good draft and will be meeting again next week. He estimates it is 85-90% complete. The goal is to be able to present this at the annual membership meeting in early August.
- l. **Changes in the geographical divisions** is being put on hold as that is no longer a priority. Charlie expressed how difficult it is to get clubs to report their show results to him so that he can include it in his report. Mostly he has only been able to list upcoming shows. Brian suggested that a strong effort should be made (especially if a board member attends a show) to get photos of people to include in the magazine and website. Ferd notes he does receive some of these but would welcome more. It is true that members love to see themselves in photos of shows. Setting up a time and location for an FOHBC member group photo at shows would make for some great photos.

- m. **Membership dues changes suggestions.**
Tabled.
- n. **Annual Membership Meeting.** Michael has set the semi-annual board meeting for Friday, August 4 from 7 – 9 pm CDT and Saturday, August 5 from 10-12 am CDT.
The one-hour membership meeting was scheduled for August 12 at 10 am CDT. These will be Zoom meetings and members will be emailed/sent information on how to attend.
- o. **Membership Survey.** Michael put together a preliminary survey but will be setting up an account with Survey Monkey to carry this out. He will determine the cost and bring that back to the board.
- p. **Convention Committee report.** Craig is working on the 2025 Convention and the committee will be meeting again next week. A Press Release will be sent out with an invitation to host the show in the Northeast Region.

Ferd has the contract for the Houston 2024 show and will be reviewing that with Craig and Michael.
- q. **Webmaster suggestions** on how to solicit for a volunteer for this position. Ferd noted that it is unlikely this can be a volunteer position. He suggested it is probably a \$1,000/month job. This was the arrangement with a previous webmaster before Ferd took over the job as a volunteer. He said it is too much to expect someone to take this on with no compensation. Whomever is chosen, he will need to work closely with them to train them. Charlie suggested perhaps a grad student would be a good candidate. Brian mentioned an on-line hiring site called Fiber. Ferd emphasized the position requires someone with an interest and in-depth knowledge of bottles and the collecting hobby. Ferd suggested we publish a job listing in the magazine and on the web. He will put a job description and solicitation for candidates together and discuss it with Michael. This needs to become a priority.
- r. **Houston 2024 progress report.** Nothing currently. (See p. above)
- s. **Zoom seminar progress.** The first one is set for May 9. It will be recorded to be available on the website. Notices are included in the AB&GC magazine and website. Sign up is slow but should pick up closer to the date. Ferd will send out a reminder. Those wishing to attend need to RSVP to a special email address and then Michael will send them a Zoom meeting invite. Members attend free, non-member cost is \$15. Ferd is emphasizing that all one has to do is become a member and they will get in free. This has brought in a few new memberships.
- t/u. **VM donor wall and grant progress.** The VM will have their bi-annual meeting at the end of May and will address these issues.
- v. **Global interest progress.** We are broadening our reach to other countries, including trading ads with associations in other countries, and setting up photo sessions in other countries to include bottles in the Virtual Museum. Targeted countries are Germany, Belgium, England, and Australia. As Eric McGuire pointed out in his lecture at the Reno 2022 convention, many bottles used (and collected) in the US originated in other countries.
- w. **Foundation set up.** Steve Jackson is still working on this. He noted we need to have a 501(c)3 status to set up a foundation to accept donations. FOHBC is already classified as a 501(c)3. Ferd and Elizabeth will send classification documents to Steve.
- x. **Insurance rider for Houston 2024 show.** Ferd is working on this. Anyone who touches bottles in an official capacity (set up/take down/photography, etc. must be covered under an insurance policy.
- y. **Show packets to shows progress.** Elizabeth has ordered ribbons. She includes a ribbon (if they ask), promo cards, applications, benefits sheet, etc. in a packet to send to show chairmen as requested and requests that they display FOHBC info at their registration desk or other prominent location.
- z. **Membership list for directors.** Elizabeth will send a link to all regional directors.
- aa. **Awards program.** We are seriously behind on this because of Covid. It is time to resurrect this and review the entries already sent to us. Alice will work on this with Ferd's help.

5. **New Business.**
 - a. **List of assets held by FOHBC.**
TBD
 - b. **Classified ads on website.** Ferd has this up and running.
 - c. **Presence on Antique Bottles.net, Corning Museum of Glass, Smithsonian, etc.**
Michael is working on this. He has contacted the National Bottle Museum and has a meeting set up. Charlie and Michael will have a zoom meeting tomorrow night. He is working on setting up on-site visits during an upcoming trip with Michael Craig.
 - d. **Bill Ayers, Mr. Pepsi guy.** Bill has offered to help, and we need to get him involved. Ferd said we should wait for his book to come out.

There is an Inks book advertised in the May-June issue of AB&GC and he recommends purchasing it.
 - e. **Zoom calls.** Make them on Michael's account. Just let him know and he'll set up for you.
6. **Additional items from floor.** None
7. **Adjournment.** Charlie moved for adjournment; Kathie seconded. A unanimous vote was cast. The meeting was adjourned at 8:30 p.m.

The foregoing conveys our understanding of items discussed and decisions reached during this meeting. FOHBC will assume these notes correct and a matter of record unless notice to the contrary is received within one week of the issue date of these meeting notes.

Respectfully submitted,

Alice J. Seeliger, Secretary