



Ohio State Beekeepers Association

OSBA Board Meeting – Meeting Minutes

June 17th, 2018

In attendance: Terry-Lieberman-Smith, Peggy Garnes, Tim Arheit, Michele Colopy, Tom Rathbun, Dwight Wells, Dwight Wilson, Don Crock, Mariska Wile, Mike Doseck, Rick Blessing, Jeff Gabric, Kathi Hinckley-Vaughn

The meeting was called to order at 7:30pm by Terry-Lieberman-Smith, President

Meeting minutes for the April 15th, 2018 board meeting were distributed by email prior to the meeting for review. No additional comments or revisions were made.

- ✓ Dwight Wilson made a motion to accept the minutes.
- ✓ Second by Peggy Garnes
- ✓ All in favor, Motion carries.

Secretary Updates (Tim Arheit):

Newsletter Costs Follow-up: In the last meeting there was a suggestion that we should mail physical newsletters to those new beekeepers who are part of the New Beekeeper outreach but don't have an email address. The cost of newsletter mailing for the year is \$10.20 and we also mail a renewal letter at cost of about \$1.00, for a total mailing cost of about \$11.20.

In 2018 there were 44 free members that did not provide an email address, should we have mailed this group physical newsletters, our cost would be about \$449 for the year. The board will need to decide if we should do this next year and will need to consider this additional cost when setting the budget for the 2019 new beekeeper outreach if the program continues. I would suggest increasing it by \$500 to be safe.

It was also suggested that we allow people who do not want to be a member to sign up for the newsletter for a fee. We already have a donation for prepared a few years ago for this very purpose. With a donation of at least \$15, they can sign up to receive the newsletter. Based on the estimated newsletter costs above, this should be a safe number going forward.

Membership Numbers

Currently 1954 active members:

- Trial members for 2018: 903
- Paid: 1051
 - Lifetime Members: 242
 - Yearly Paid Members: 809

Members who were free trial members in 2017/2018 and who are now paid members

- 2018 Trial members that are now paid members: 5
- 2017 Trial members that are now paid members: 150

Numbers are not expected to change much from now until registration for the fall conference starts.

ADK Retail Sales: We have sold out of all 300 of the ADK kits for sale. We do still have plenty of manuals available and Michelle will give an update on our plan to make additional kits available for sale.

Pollinator Plan: I have reached out this week to the people working on the pollinator plan and am waiting on answer.

4-H Partnership Program: We are planning the schedule and content for the 4-H program for 2019, anyone who wishes to participate in judging, etc. please let me know.

Website: The work on the back end of the website is progressing as time allows, and I expect to switch over to an updated theme before the next board meeting. There will still be work to complete after that however.

Treasurer Updates (Michelle Colopy):

Requests for OSBA financials

- Copy of 990 will be provided to any member that seeks it (eventually it will be on the OSBA website)
 - The 990 for OSBA for 2017 was completed, \$100 fee
 - Our CPA advised us the Affiliates are filed under their own 990
 - A group EIN was secured for the affiliates
 - CPA sought an extension to file the affiliate 990
 - The directions in the IRS group exemption notification were not clear on the 990 for the groups; CPA has clarified this; we are seeking clarification of the 990 for the groups for 2016
 - Financials are published in the OSBA newsletter and at the conference for the membership
 - Additional details- Treasurer will provide one on one presentation for context and to answer questions
 - Copies of OSBA financials should not be part of a member's education tools for their own projects, classes, and similar.
 - OSBA can provide a mock-up of a P & L and Budget, etc., like we do for the affiliates
 - If a Board member has an inquiry or a member asks a Board member about the OSBA financials, please contact the Treasurer for the correct information.
- **Financial Report- see attached**

HB 392

- Three hearings have been held before the committee
- Two hearings in May
- Checking the Senate Committee schedule 3 times a week for updates.
- One more hearing/vote before it leaves the committee
- Once out of the committee, then it has to be placed on the Senate schedule for a vote
- We are working closely with our Sponsor, Rep. Stein's office to determine if and when an email campaign is needed.
- It's not time yet to do an email campaign as we don't want to anger the legislature. Please coordinate any support efforts with OSBA.

Pollinator week

- Sun-June 17-Boy Scout Habitat opening day, Summit County, OH
 - Krohn's Conservatory- Cincinnati
- Tue-June 19-Scott's habitat event?
- Wed-June 20- Scott's habitat event?

- Thu-June 21, 2018
 - 10a-1 p.m.-Fairborn Cement with UA research team
 - 3 p.m.-5 p.m. at VA for insect survey with OSBA
- Sat- June 23- Franklin Park
- Sun- June 24- Cleveland Botanical

Scout beekeeping and habitat project

Camp Manatoc, of the Great Trail Council of the Boy Scouts

Partners: Pollinator Stewardship Council, Ohio State Beekeepers Association, Summit County Beekeepers Association, Boy Scout leader and beekeeper Mike Rossander (of the Medina County Beekeepers Association), his son, an Eagle Scout, Sean Rossander; the hive mentor, John Irvine of Summit County Beekeepers Association, and

Funders: Ohio State Beekeepers Association, Cascade Subaru, Syngenta, and the Medina High School Senior Class of 2018.

Habitat: half-acre, land prep and seeding by Ohio Prairie Nursery

Honey bees: Two bee hives will be placed on-site with local honey bees. The Scouts built an observation screen behind the hives.

Affiliates

Ashtabula County Beekeepers Assn.
 Greater Grand Lake Beekeepers Assn.
 Guernsey Noble Beekeepers
 Greene County Beekeepers Assn.
 Geauga County Beekeepers Assn.
 Medina County Beekeepers Assn.
 Miami Valley Beekeepers Assn.
 Portage County Beekeepers Assn.
 Richland Area Beekeepers Assn.
 Sandusky River Valley Beekeepers Assn.
 Tuscarawas County Beekeepers Assn.
 Harrison County Beekeepers Assn.
 Black Swamp Beekeepers Assn.
 Lake County Beekeepers Assn.

Board members please refer to these reports so you can answer questions from affiliates and OSBA members about affiliate benefits. As Board members you want to be aware of OSBA activities, services, and benefits to help us promote OSBA, and to be good representatives of OSBA.

Request by an affiliate to serve alcohol at an event. OSBA insurance does NOT and cannot cover alcohol. A one time event rider can be added for \$250 that should be paid by that affiliate if they really want to serve alcohol.

Insurance

If an affiliate needs verification of insurance coverage for the county fair or meeting venues, they must provide the Treasurer with the name of the venue and their address, and request a certificate of

insurance from OSBA. The certificate of insurance must show the venue's name and address for it to be valid.

Tech Soup

Working with a representative at Tech Soup I compiled all of the info on the Affiliates, thereby registering them as nonprofits to benefit from the products of Tech Soup. Tech Soup will validate them for Tech Soup benefits. This way the group EIN is honored (and understood) by Tech Soup, and the affiliates benefit from the discounted software.

Affiliate monthly newsletter

- Designed and written through the December 2018 issue
- Responses have been favorable to the newsletter
- Updates of OSBA affiliate benefits are presented in the affiliate newsletter
- We will add the OSBA Board to the email list for this Newsletter

Funding Your Bee Club Projects with Grants: An Introduction

- May 12th presentation--17 people attended from 7 different beekeeping clubs
- Evaluations . . . were positive.
- Personal promotion of this program at 6 bee clubs in the eastern part of the state
- Created and implemented marketing plan for this presentation:
 - Facebook
 - Emails
 - OSBA newsletter article
 - E-blasts to affiliates and member email list
- Next presentation has been scheduled in the **Nelsonville area for July 14th**, and Marishka Wile will be the presenter. Board members in the southeast and southcentral areas of Ohio are needed to help promote the presentation to area clubs. It takes all of the Board members to help promote OSBA programs, and support our fellow Board member presentations. You need to take copies of the flyer to club meetings, and give the copies to club Board members.

OSBA Beekeeping Library Grant

Graham Local Schools- the school system is beginning beekeeping and farming on the school property. 7th graders will be the beekeepers. This library will assist these new beekeepers in caring for their bee hives in conjunction with their mentor from the local bee club.

Summit County Beekeepers are planning to apply for the library grant for the Boy Scout Project.

City of Akron Bee Ordinance

May 14, 2018 last minute notice there was a public safety committee meeting hearing, then a council meeting. Wrote testimony for the two meetings to submit, attended the 2:15 p.m. hearing and the 7 p.m. Council meeting. Communicated with Summit County Beekeepers from the beginning of the day as to strategy, testimony, and beekeepers to show up at the meetings. This action is approved by Summit County Beekeepers with the support of OSBA. Of the beekeepers available Emily Mueller and I were able to show up and speak to

Council at the public safety meeting. I communicated SCBA concerns to Emily, and we all focused on stopping the ordinance for a major re-work for beekeepers and the livestock/garden folks.

OSBA submitted testimony. Posted to Facebook the links to various documents.

Pollinator Stewardship Council offered their advocacy software for Summit Cty Beekeepers and OSBA to send comments to the Mayor (per the Mayor's request). A letter similar to the testimony submitted was drafted with SCBA, then PSC uploaded the SCBA letter to the advocacy software, providing this service to SCBA. Action was emailed and posted to Facebook 5-20-18. To date 40+ emails were sent to the Mayor.

The City of Akron withdrew the legislation, and a group of stakeholders are now working on new urban ag legislation to propose to the City of Akron.

OSBA Conference

- Facebook posts for Conference 2018 have been created and scheduled
- Posts for once registration opens in Sept. are ready to be posted once we have the link

Topics:

- Save the date
- New lunch vendor
- Speakers
- Vendors (pre-order your bee supplies)
- Education, affordable reg. fee, networking
- Honey judging contest
- Speaker contracts have been written and sent.
 - To help control expenses and clarify info to speakers.

ADK: We have finalized our agreement with Betterbee and they will be offering the ADK for sale moving forward. They will make sales both at shows and on their website. OSBA will direct buyers to their website.

NEW PROPOSAL: Affiliate Support Education and Networking workshop

(Note: The full proposal was not available to board members at the time of the meeting. It was distributed after the meeting for review, questions and a vote if the board wished to support it)

- *This proposal is on a very tight budget.*
- Based on requests by affiliates for additional training
- Hold AFTER the OSBA Strategic Planning Meeting in December
- Open to affiliates and ALL leaders of Ohio's bee clubs
- All day workshop
- Select a place with 3-4 breakout session rooms
 - Hold in Columbus (Ashland Univ. branch in Columbus- reduced rate provided)
 - Classes held once during the day
 - Each class has an evaluation form- use one from conference
- Attendees bring their own lunch to reduce costs

- OSBA pays for room, speaker fees and mileage, and cost of handouts, morning welcome food (coffee, fruit, pastries), nametags (sticky back kind), folders for attendees (President has 40)
- Proposed topics:
 - Advocacy how to
 - Treasurer –two sessions- forms and reports to aid in the affiliate and club reporting
 - Affiliate responsibilities
 - Document storage, sharing, access for all Board members
 - Newsletters and Communication how to
 - Facebook how to
 - Website how to, paypal, how to upload, customize (needs wifi access at session)
 - Member meeting organization for Pres and VPs
 - How to stop a runaway complainer
 - Agenda development for Board President, how to run a meeting
 - OSBA Resources available to Ohio clubs
 - New club handbook, field day guide, speaker’s list, traveling speaker program,
 - Model bee ordinance, etc.
 - Secretary workshop
 - How to take notes- format for action and follow through
 - What to post online
 - Document storage, sharing, access for all Board members
 - Recruiting volunteers- how to
 - Closing session for Q & A will all presenters
 - Road map to growth
 - Greeter
 - Name tags
 - Map of beekeepers in your county
 - Privacy of member list (for treasurer and secy especially)
 - Beginner and intermediate sessions prior to member meetings
 - Agenda, then Q & A
 - Speakers—being determined (asking first, before listing here)

Proposed titles:

XX *Build a Better Club*

Proposed sessions

	<u>start time</u>	<u>end time</u>	<u>topic</u>
	8 a.m.	8:30 a.m.	check-in, meet and greet
1	8:30 a.m.	9:30 a.m.	Treasurer session part 1 Secretary session Pres and VP session
	9:30 a.m.	9:40 a.m.	break
2	9:40 a.m.	10:40 a.m.	Facebook how to

	10:40 a.m.	10:50 a.m.	break
3	10:50 a.m.	11:45 a.m.	Recruiting volunteers
			website how to
	11:45 a.m.	12:15 p.m.	LUNCH
4	12:15 p.m.	1 p.m.	Newsletters and Communication how to
			Treasurer session part 2
	1 p.m.	1:10 p.m.	break
5	1:10 p.m.	2 p.m.	OSBA Resources
	2 p.m.	2:10 p.m.	break
6	2:10 p.m.	3 p.m.	Advocacy how to
	3 p.m.	3:10 p.m.	break
7	3:10 p.m.	4 p.m.	Road map to growth
	4 p.m.	4:10 p.m.	break
8	4:10 p.m.	5 p.m.	Closing Q & A will all presenters

Proposed Budget for Affiliate and Ohio Bee Club day long workshop

Income

affiliate fees	\$	1,120.00	\$80 x 14
registration fee- affiliates	\$	280.00	14 affiliates x 2 people each x \$10 per person
registration fee- NON-affiliates	\$	300.00	10 clubs x 2 people each x \$15 per person
	\$	1,700.00	

Expenses

Morning refreshments	\$	75.00	4 speakers + 48 attendees
break snacks	\$	100.00	granola bars, coffee, pop, juice, fruit
misc supplies- nametags, pens, etc	\$	25.00	
facility rental with parking	\$	675.00	1 large room, 2 smaller rooms, wifi access in all--Tolles
speaker fees	\$	600.00	6 speakers- \$100 each
speaker mileage	\$	1,010.88	324 mile average x 52 cents per mile for each class and eval forms (7 sessions x 4 pages per session + 1 eval form= 5 pages times 7 sessions x 48 people-
handouts	\$	302.40	1680 copies x 18 cents per copy
marketing-copies of flyer/brochure	\$	-	facebook, OSBA member e-blast, website, OSBA Board, PDF
	\$	2,788.28	

<i>investing in our affiliates</i>	\$ (1,088.28)
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Vice – President Updates (Peggy Garnes):

Farm Science Review (September 18-20, 2018) We have sent in the application but have not heard back yet. There are limited openings and a waiting list for certain spots.

Lithopolis Honey Fest. (September 7-8, 2018) Our spot has been reserved and we have some volunteers. However, we do need some more.

Honey Judging Class: Students from part one of the class are starting to shadow judges. In some cases, opportunity to shadow is limited due to space at the judging.

Work on the syllabus for part 2 has started. Covers baking, photography, mead, etc. It's a bit more challenging to find instructors for the 2nd part due to the diversity of topics. It will be held in 2020 so there is plenty of time. We will send it to the board for review in case something is missing.

OSBA Conference Speaker contracts have gone out and all speakers are confirmed. Things are moving forward.

President Updates (Terry Lieberman-Smith):

Welcome everyone and thank them for their time. Thank Tim for coordinating the storage and shipping of the 300 retail ADKs. Thank Michele for working with Betterbee to become the retailer of the kit for the next year. For the past few years we have talked about developing some type of training program for local association leaders- podcast/webinar/regional, and that after testifying before the Senate, and having to wait out Columbus rush hour traffic and a tornado warning, the Build a Better Bee Club was outlined – Michele will discuss in detail.

Library Grant Presentation – the first Underserved Library grant was presented to Graham Local Schools. Our grant has been supplemented by Bee Culture. They saw the importance of our grant, and generously donated more titles and DVDs. We have four more grants available this year.

ADK Grant Update: To-date: 532 out of 700 kits have been shipped, only 168 remain for the rest of the grant (this year). Jamie Walters is producing the educational monthly newsletter for the ADK hive. Surveys are going out monthly and their feedback is being reviewed for both the ADK usage, local educational feedback, and OSBA programming. Quarterly report to ODA/USDA is due this month.

Traveling Speaker Update: We have 22 out of 25 available presentations assigned. We are keeping to the budget, and the feedback is phenomenal. Evaluations are shared with presenters so that they have feedback. Suggestions are excellent resources for future OSBA Traveling Speaker Sustainable Beekeeping topics, along with indicating educational opportunities for local associations. This has been a great outreach program for OSBA.

Donation from SHP: I was asked to present information about the importance of honey bees, and OSBA's mission to a design company in Cincinnati. Not only did they provide OSBA with a cash donation, but they also donated 44 pollinator houses for OSBA.

CFAES Conference Report: I was invited to a CFAES (OSU Extension) conference in Cambridge, OH. They wanted OSBA to be a part of the panel discussion about how OSU Extension can support our industry. An informative day with many potential partners for support programming for Ohio beekeepers.

Strategic Plan Meeting: Mark the calendars- December 1 (Saturday). Wittmeyer Conference Room, Columbus, OH.

State-Fair: The state fair is coming up. Nina and her team have been doing a great job of putting that together.

4-H Judges at the State Fair: Continuing to expand and provide schedule rotation -we will have two new OSBA sponsored 4-H judges in training for the 4-H Judging at the Ohio State Fair. Our goal is to have pool of at least 6

judges. Mike Doseck and I are working to develop a training handbook for these new-bees. We will be happy to share the manual for use in local judging and feedback.

Conference: We have received requests for sponsorship of the conference so we have formally put together 4 levels of sponsorship. 2 have already been taken. This helps take some stress off of the conference budget.

Kathi-Hinkley Vaughn asked if there were going to be any queen rearing classes as there are people interested in that. OSBA is planning on covering queen rearing next year in the traveling speaking program. There may be other more in-depth classes given around the state as well.

Mike Doseck motioned for the meeting to adjourn, roughly on time 8:25PM, Second by Peggy Garnes. All voted in favor.

Build a Better Bee Club – Email Vote

From Terry:

First - I would like to thank everyone for participating in last night's OSBA Board meeting. We covered a lot of topics, and I appreciate your time and input.

One of the topics that your OSBA Executive Board has discussed over the past few years is how to provide support to local association leaders. As leaders yourselves, you know the time and effort required to run a local bee association, and that sometimes you too would appreciate some support.

The Build A Better Bee Club is just the start of what can be a series of support workshops for local associations leaders. Not only will the break-out sessions touch on timely topics, but during the sessions and lunch, local leaders from across the state will be able to share ideas. This workshop will also help OSBA fine-tune future programming and methods of communication with these club board members, whether as podcasts on specific topics, webinars, or regional workshops.

Please review the attachment- both the verbiage and budget. In order to streamline this workshop and keep registration fees low, OSBA will provide morning coffee and light snacks, attendees will bring their own lunches.

We need

1. Someone to make a motion to approve the outline and budget
2. Someone to second the motion
3. Then everyone can vote on whether or not we move forward with this workshop.

Voting will be open until Wednesday 9:00 p.m.

Please consider this workshop as a first step in OSBA's investment in the future of strong local associations within our state.

Proposal is included in the minutes above.

Answers to Questions:

- Do we know who the speakers are? Answer: Per the proposal, we have to have permission to move forward with the program to work within the budget before we even contact prospective speakers.
- As I understand, the "Build Better Bee Club" has a planned attendance and a budget for 48 attendees and 4 speakers and each Club can only send 2 Officers. Is the Club Officer limit of two a hard number or can a Club send up to all four Officers? Answer: The workshop is not limited to two officers, we were just estimating a headcount. Some clubs may send all officers, while other clubs will decide not to participate due to distance or scheduling conflicts. More participants means increased sharing of great ideas and building beekeeper relationships across Ohio.
- Are the proposed sessions based on specific requests from affiliates? Answer: The topics were chosen based on feedback from conversations with local association leaders, input from comments in the board expense reports, feedback from the ADK surveys, and Exec Board members observations from visits to local associations and phone conversations with local leaders.

- ✓ Motion to approve by Rick Blessing
- ✓ Second by Marishka Wile
- ✓ In favor:
 - Rick Blessing

- Don Crock
- Marisha Wile
- Dwight Wilson
- Tom Rathbun
- Mike Doseck
- Joe Heider
- Tim Arbeit
- Peggy Garnes
- Allyson May

✓ Opposed: none.

✓ Motion has passed.