**The National Society of The Colonial Dames of America**

**in the Commonwealth of Pennsylvania**

Board Meeting – November 6, 2016

1. **CALL TO ORDER**: The Board of Managers of The National Society of The Colonial Dames of America in the Commonwealth of Pennsylvania met on October 9, 2015, at Headquarters. Anne Burnett, President, presiding, called the meeting to order.

Board members: present[x] ; excused[ ]

**Officers**

[x]  President Anne Burnett

[x] 1st Vice President Virginia Whelan Historical Activities/Collections/Library

[x] 2nd Vice President Rebecca O’Neill Patriotic Service

[x] 3rd Vice President (conf. call) Gez Ebbert Allegheny County Committee Chair

[x] 4th Vice President (conf. call) Margaret Broussard Lancaster/Dauphin/York Committee Chair

[x] 5th Vice President Carol Rush Museum Properties/Stenton Committee Chair

[x] Recording Secretary Catharine Klaus

[x] Corresponding Secretary Katharine Norris

[x] Treasurer Margaret Conver Investment Committee/Finance Committee

*[x]* Assistant Treasurer Barbara Wood Investment Committee/Finance Committee

[x] Registrar Constance Taylor Lineage

[ ] Associate States Registrar Sharon Holt Thanksgving Service

[ ] Historian Elizabeth Laurent

**Board of Managers**

**2016**

[ ]  Katherine Bieniosek Young Dames Committee

[x]  Elisabeth Grace

[ ]  Alice Lea Mast Tasman

[x]  Jane Foster Willson House/Garden Committee

**2017**

[ ]  Lee Manonian Colonial America Initiative

[x]  Elizabeth Mills

[x]  Eleanor Peterson Special Projects

[ ]  Julia Ward

**2018**

[ ]  Kristin Cahn von Seelen

[ ]  Josephine Heyward Programs Committee

[ ]  Cornelia Schaefer

[x]  Wendy Wells-Finn

**Ex Officio Board Members**

*Lady of Dumbarton House*

[x] Elise Carr

*Sulgrave Manor*

[ ] Lisa Street

*First Regent of Gunston Hall*

[ ] Kristin Cahn von Seelen

*Chair of Neville House*

[ ] Anne Genter

*Past National President*

[ ] Nancy Nimick

1. **APPROVAL OF MINUTES**
A Motion to waive the reading of the Minutes of the June and September meetings was made and carried. Motions to approve the minutes of the June and September meetings were made by Carol, seconded by Gina, and carried.
2. **ACTION ITEMS**
A. Gina presented a final proposal by the Governance Project Committee of the NSCDA- PA for by-law amendments related to recommended changes in governance structure and meeting times. (see report). There was one change on page 2 under Executive Committee, third paragraph: “. . .” adding “for Ratification at its following meeting” which allows the Executive Committee to make decisions that are of necessity and administrative in nature, which are then brought to the next full Board meeting for ratification. It was also noted that for larger, time-sensitive issues , a meeting of the full Board, in person or via conference call, may be called. Gina shared that, according to legal counsel, proxy voting is not allowed in PA. Further discussion clarified effective date for bylaws revisions, and process for transition to new structure. A motion was then made, seconded and approved:

**MOTION:**

***The NSCDA/PA Board of Directors proposes the following bylaw revisions to be instituted as of the 2016 Annual Meeting with the attached provision. [Refer to Governance document for complete set of proposed revisions and provision.]***

B.Connie Taylor, on behalf of Membership Chair Deedee Heyward, presented legacy candidate Rebecca Peyton Alford (mother: Alexandra, Mrs. Bryan John Alford) born October 8, 2015, proposed by Elizabeth Marshall, her grandmother, and seconded by Sally Congdon. Rebecca is the great-granddaughter of Tenny Marshall, past PA Society president. Motion was approved unanimously. PA Young Dame Alexandra, “Lixie,” gave birth to twins Rebecca and her brother William McIlvane Alford, on October 8th .

1. DISCUSSION ITEMS

**A. Corresponding Secretary Report**: Kathy Norris reported the recent passing of Cathy Pasymowski. The NSCDA sent flowers and a note to ICU unit at UPENN, and Cathy did receive it. NSCDA/PA notes of condolence were also sent to Julia Ward, whose father passed September 10th, and Alix Este, whose husband John died this past summer. Kathy read a short note received from Alix, who expressed a desire to become more involved in the Dames. This report was followed by a moment of silence.

**B. Region II and IV Conference in Cincinnati**: Our travel policy provides for some reimbursement for officers and Chairmen to attend the regional conference. Several of those approved for reimbursement cannot attend, and Anne has invited other Dames to attend in their place. She asked for board approval to extend reimbursement for Catharine Klaus, Recording Secretary and Dottie Hocker, Patriotic Service and Stenton Committee. All were in favor.

**C. Treasurer’s Report:** Peggy Conver, Treasurer, reported that not a lot has changed with regard to our finances since last month. (see attached, Oct. report.) She would like to put together a comprehensive report on renovation projects, - those being funded “off-book” (“below the line”) and and a giving status report. A meeting of the Investment Committee will be scheduled in early November, following the mid-year meeting with our investment advisors. Funds are performing worse than expected, down about $600,000 from beginning of year: 8.7%. (Overall market is down est. 6%.).

**D. Development**: Dennis Pickeral reported on behalf of Alice Lee Tasman.

1. Gala: Ellie Peniman is chairing the 2016 Gala. Dennis, Linda, Becky, Anne and Ellie met on Oct. 8th to map out a to-do list. Others will be called on to join the group. Reminder: The James Logan Gala will be held **Friday Nov. 4, 2016 at Logan Hotel, on Logan Circle.** Honorary Chair is Dodo Hamilton. Graphic skills are needed to help design the motif of event. Wendy Wells will be called on for this effort. (Anne Markle can help but can’t chair presently). Wendy has a studio and would love to help.

2. Upcoming Fundraiser: It was estimated that about 60 people were coming to the Stenton event, *Fling for The Wing*, a joint fundraiser/friendraiser event with the Colonial Warriors. The Fling will emphasize the Stenton wing repair project, for which Stenton received a Keystone grant of $50,000 - which NSCDA needs to match. The Warriors have previously supported Stenton with a $6,000 contribution.

**E. Museum Properties - Stenton**:

1. Dennis reported that Historic Germantown recently held a member sites’ board gathering at LaSalle Art Museum; over 80 board members from various sites attended, and the Dames were well represented with five members on hand. HG rolled out its “sustaining our sites” fund, a re-granting program.

2. Tinder Lighter campaign: The campaign to raise funds to purchase Logan’s tinder lighter has gone well, with a nice contribution from Leslie Anne Miller and Richard Worley of $5,000 (all but $1,900 of it was raised)., and NSCDA is ready to purchase it from Skip Chalfont. It has Logan’s name etched on it with strong provenance.

3. There was also a first Logan-Norris family reunion. Thanks were extended to all those who helped. About 35 descendants attended over 2 days, and $4,000 in contributions were received for event - a good first step toward more engagement.
4.Stenton Chair Carol Rush reported on the upcoming departure of the Stenton caretakers after 10 years: Laureen and Martina have resigned, effective end of October, on agreeable terms. Prospective replacements have been referred, and the opening posted on the Cultural Alliance website and informal networking. (It was noted that the insurance company does not require anyone living in the log house for coverage.) It was also announced that Madeline DiPasquale, Stenton’s housekeeper for 20 years, is retiring. We will invite her to Christmas luncheon and also have a party and invite membership and Germantown colleagues following November’s Stenton Committee meeting on the 5th.

**F. Registrar’s Report:** Connie Taylor updated the Board on the scanning project, which is getting up to speed with Iron Mountain. Work will begin on preparing boxes at the regular monthly Lineage Committee meeting of Oct. 27. Some extra meeting times are being scheduled for prep work. The goal was to have it completed by budget year, but now it is the hope to have 10 boxes sent before May and another 10-12 boxes after.

**G. Membership:** Connie elaborated on changes in procedures. Deedee and Connie are working together and re-fashioning roles and tasks somewhat. Connie will take on some of the paperwork of membership. Deedee will be the point person for relationship building as well as communications within membershipConnie discovered that, under our current bylaws, egacy candidates (who have same documents as predecessors - mothers, grandmothers) only require proposal and 2 letters; they don’t need to be approved by board. Elsewhere, language mentions that all candidates for membership must come through Board approval. Bylaws may need to be clarified (and revisions proposed) at a future meeting.

**H.** **Other Committee Report highlights**:
1. Patriotic Services: Kitten Klaus volunteered to carry a flag at Thanksgiving Service on Nov. 22nd. There is a need for volunteers for the Oct. 22nd event at the Phila Federal Courthouse (details provided by Becky O’Neill.) Emma Shields (Carol Shields’ daughter) has expressed interest in volunteering for Patriotic Services.

2. L-D-Y County Committee: Wendy Wells-Finn mentioned corrections to her submitted minutes: Chapter should be “Committee” and NSCDA should be listed on first line

3. Museum Properties, Dumbarton House: Elise Carr mentioned that Dumbarton had just had their Fall board meeting. National HQ is thriving and received a grant for $12,500(**see report).**

4. Headquarters Committee: Jane Foster Willson reported on working with the Cosmopolitan Club to replace sidewalk, eliminating tree wells. NSCDA will repair driveway apron, and the remaining brick sidewalk stays. A permit is in process. NSCDA owns 1618 (next door building rental). Cosmopolitan Club will not go brick, but in front of 1618 will eventually be brick. Other plantings are planned. Jane completed employee reviews for Adriana & Kenny and learned that HQ was voted best wedding venue in Phila for indoor or outdoor use 2 years in a row, in weddingwire.com.

5. Special Projects, Tours: Eleanor Peterson reported on the next fun thing: a trip in April to Stratford Hall and other interesting historic places/private homes to visit. She requested any dates when there might be Dames event conflicts during that month. Anne will review dates with Eleanor.

1. Announcements
	1. Tomorrow - Fling for the Wing . . .
	Place on calendar.
	2. Upcoming Events
		1. Oct. 21 stated meeting
		2. November 22 – Thanksgiving Service and tea
	3. Next Board Meetings:

	Friday, November 6, 2015 [**note change of date to first Friday of month**]
	**at 9:30 AM**
2. Adjournment

Motion to adjourn at 11:08, seconded and all were in favor.

Respectfully submitted,

Catharine Klaus