

**Buick Club of America
Minutes of the Board of Directors Meeting**

**Holiday Inn, Strongsville, Ohio
May 20, 2000**

1. Call to Order

The May 20, 2000 meeting of the Board of Directors (hereinafter 'the Board') was called to order at 9:00 AM by President Vasilow. Secretary Leets served as recorder.

Officers and Directors present:

Roberta Vasilow, President	Ken Liska, Vice-President
Bob Leets, Secretary	Cecil Don, Treasurer
Al Eichelberger, Director	Jeff Brashares, Director
Jack Jones, Director	Bill Schoening, Director

Absent: Carl Finer, Director (illness)

A quorum was present.

In attendance were: (Appendix A)

Mac Blair, BCA Chief Judge	Roy Wager, Pres.-BCAMAF
Judy Leets, Chap. Coord.	Phil Strassner, Reg. Coord.
John Westfall, Dir. Cent. OH	Dave Robinson, Dir. Niag.Fro
Jim Robertson, Dir. NW PA	Ron Stebbins, Dir. NE OH

and members from the following Chapters, Divisions, and organizations:

North East Ohio	Buicktown
BDE	Niagara Frontier
Chicagoland	Lone Star
Fireball	Hawkeye
Central Indiana	Central Ohio
San Diego	North Virginia
Northwest PA	Appalachian

2. Call to the Audience

Riv Rivenburg, Central Ohio Chapter, asked for additional clarification on the Spousal Voting procedures. It was pointed out that detailed instructions and guidelines were published as part of the President's Message in both the February 2000 and May, 2000 issues of The Bugle.

Chapter Coordinator Judy Leets also sent a letter to all BCA Chapter Directors, which further detailed the procedures to be followed.

The Board acknowledged there would be some "first year" confusion and expected same, but felt future Board elections containing Spousal Voting would go smoothly.

Jim Robertson, Northwest, PA Chapter, voiced concerns about the wisdom of the BCA National Meet being scheduled during the 4th of July holiday week, which is often utilized for family gatherings. Phil Strassner, Show Chairman, said the dates were expanded backward due to an overwhelming interest by many members to

include a tour to Washington, D.C. to view the annual fireworks display "on the Mall" on the 4th of July.

Vice-President Ken Liska invited everyone in attendance to examine and review the bid packages for The Bugle Editor, Printer, Art Director, and Mailer. The packages were open and on display in front of the Board.

3. Minutes Review and Correction

Refer to the minutes of the February 19, 2000 meeting of the Board at the Hyatt Richmond, Richmond, VA. There were no changes, additions, or deletions.

Resolved: To accept the minutes of the February 19, 2000 meeting, as written.

Motion by Eichelberger

Second by Brashares

Vote: Approve - 7, Disapprove - 0

4. Treasurers Report

A written report was presented by Treasurer Cecil Don (Appendix B)

Resolved: To accept the Treasurer's report as written.

Motion by Brashares

Second by Eichelberger

Vote: Approve - 7, Disapprove - 0

5. Committee Reports

There was discussion from the Board regarding the tardy receipt of committee reports prior to Board meetings, which prevents timely review of same by the Board.

Resolved: To appoint Director Brashares to write an SOP pertaining to submittal due dates for all Committee Reports to the Board prior to the Board of Directors meetings.

Motion by Brashares

Second by Eichelberger

Vote: Approve - 7, Disapprove - 0

Office Manager's Report

Office Manager Val Ingram was not present, but submitted a written report. (Appendix C)

Val reported several member complaints concerning Spousal Voting and felt that more advance notice in The Bugle should have been provided.

Val also has requested the Board appoint a committee to process Senior Awards, as this function is extremely time consuming and often interferes with her regular duties and assignments.

In addition, Val pointed out to the Board that she would be unable to drive to the National Meet in Richmond, VA. Therefore, the BCA computer, which is normally used for registration purposes, etc., etc. would not be available. She also mentioned that there would be approximate \$2000 savings to the BCA if she were to not attend the Meet via commercial airlines.

The Board opted to table the discussion on these issues until "New Business" was discussed later in the meeting.

Editor's Report

Bugle Editor Chuck Koch was not present, but submitted an updated 1999-2000 expense report. (Appendix D)

Total expenses exceed projections by \$4594. Total copies printed exceeded projections by 450, and postage costs are over projections by \$576 YTD. Advertising revenue is up slightly over 1999, and final production cost for The Bugle through the June, 2000 issue is estimated to be less than \$1000 over budget projections.

Chapter Coordinator's Report

Chapter Coordinator Judy Leets requested the Board approve a change in the procedure of handling the annual Chapter Inquiry forms.

This change would transfer the responsibility of distribution of the forms to all currently chartered Chapters over to the Chapter Coordinator, thereby insuring a more timely update of Chapter information being supplied to the BCA National Office and to The Bugle.

Resolved: To modify SOP #22, Item 5, to transfer responsibility of handling of the annual Chapter Inquiry forms to the Chapter Coordinator.

Motion by Eichelberger

Second by Brashares

Vote: Approve - 7, Disapprove - 0

Regional Coordinator's Report

Regional Coordinator Phil Strassner reported working to secure nominations for Regional Director for the new South Central Region.

There was nothing new to report regarding the formation of a new California/Nevada Region, or the formation of the proposed Northwest Region.

National Tour Advisor's Report

Bruce Kile, National Tour Advisor, was not present. No report presented.

Internet Report

President Vasilow reported the BCA WebSite is very busy with many new topics available. Peter Gariepy, who has been hosting the site, has requested the BCA relocate their site to another server due to the possible sale of his business.

Several possibilities are being investigated. President Vasilow and Chapter Coordinator Leets are to review and report to the Board at the July, 2000 meeting.

6. Break

Technical Advisor's Report

Director Schoening reported the BCA now has 74 Technical Advisors on staff, plus additional volunteers and parts/services vendors.

Many will be on hand at the 2000 BCA National Meet, where a Technical Advisor's meeting will take place from 9:30am-11:30am, Thursday, July 6th.

Chief Judge's Report

Chief Judge Mac Blair was present, and reported that several members have requested the information supplied for the bi-annual BCA Roster be more detailed regarding EXACT model numbers, with suffix, etc., in the clarification and identification of cars owned.

Resolved: To have Mac Blair create an updated BCA Roster card and an update form for the BCA National Meet application, as well as an updated BCA Membership Application form.

Mac is to present all to the Board at the July, 2000 meeting.

Motion by Brashares

Second by Eichelberger

Vote: Approve - 7, Disapprove - 0

Mac Blair and Rick Schick are working on determining a list of volunteers to serve as the National "Judging Committee". It is proposed that this committee would maintain the judging records, order awards, and possibly mail awards to members.

The award inventory will remain at the BCA National Office. Mac, Rick, and Bill Anderson will manage awards for the 2000 National Meet.

Advertising Agent's Report

Jim Cain was not present. No report.

1999-2000 Budget/2000-2001 Budget

Treasurer Cecil Don, Director Brashares, and CPA Carol Serone have volunteered to visit the BCA National Office the week of May 28, 2000 to review the overall operation of the Office and the BCA Store, as well as commence an audit of at least the last two years of the BCA financial records. More years if deemed necessary.

This report is to be available to the Board at the July, 2000 Board meeting in Richmond, VA.

It was also agreed that a teleconference call with the Board is to take place prior to the July, 2000 Board meeting to further discuss the budget.

BCA Store Update

Office Manager Val Ingram submitted written comments (Appendix C)

BCA Museum and Archive Foundation Update

President Roy Wager was present and reported all is going well at this time, with membership increasing.

7. LUNCH

8. Correspondence - Incoming

Request for approval for logo of 2001 BCA National Meet

Resolved: To approve the logo for the 2001 BCA National Meet
Motion by Leets
Second by Eichelberger
Vote: Approve - 7, Disapprove - 0

Update on the 2000 BCA National Meet

Meet Chairman Phil Strassner reported 560 rooms reserved and 300 registrations received as of May 20, 2000.

Many wonderful tours are planned, with several nearly sold out.

Request from Central Ohio Chapter to host the May, 2001 Board Meeting

Resolved: To approve the Central Ohio Chapter as host for the May, 2001 Board meeting. Date and site to be determined.

Motion by Leets
Second by Schoening
Vote: Approve - 7, Disapprove - 0

Request from Central Ohio Chapter to host the 2002 BCA National Meet July 16-21, 2002 (Appendix E)

Resolved: To accept a proposal from the Central Ohio Chapter to host the 2002 BCA National Meet, July 16-21, 2002, contingent on approval by the membership of the Central Ohio Chapter.

Motion by Schoening
Second by Brashares
Vote: Approve - 7, Disapprove - 0

Request from 2002 National Meet Committee, c/o Phil Strassner, to host the 2002 BCA National Meet, July 24-28, 2002.

Phil Strassner, North Virginia Chapter, proposed hosting the 2002 BCA National Meet at Asheville, NC (Appendix F) July 24-28, 2002, staged by the Carolina Chapter and other volunteers.

Phil is to do more investigating and report to the Board at the July, 2000 Board meeting.

Request from the Jersey Shore Chapter to approve the logo for Chapter project.

Resolved: To accept the logo design for use in a Chapter project.

Motion by Schoening
Second by Brashares
Vote: Approve - 7, Disapprove - 0

9. Unfinished Business

Obituaries in The Bugle

A proposal was made by a committee comprised of Secretary Bob Leets, Chapter Coordinator Judy Leets, and John Ball from the Free Spirit Chapter, to commence inclusion of death announcements/obituaries in The Bugle as soon as feasible.

This proposal would allow publishing of the following:

- a. Name, BCA number, Chapter (if applicable), city, state, date of death -- NO CHARGE
- b. Short, factual obituary -- SAME RATE AS A CLASSIFIED AD (30 words free + .15 per word over 30 words)
- c. An article honoring the member -- APPROVAL VIA THE BOARD
- d. A photo added with obituary -- \$12 + applicable wordage rates

Resolved: To accept the proposal from the committee as stated. The committee is to advise the BCA National Office in writing, advise The Bugle, and create a new SOP regarding the issue.

Motion by Brashares

Second by Eichelberger

Vote: Approve - 6, Disapprove - 1

Update of Chapter Owned Radio Stations

Secretary Leets, after discussions with Bill Henderson, Director - South Jersey Chapter, reported the ground rules and expected start-up costs to operate a low power FM radio station, which is now being permitted by the FCC for Non-Profit Organizations such as the BCA and affiliated Chapters.

It appears this is a rather ambitious project in all respects for most Chapters, but the Board concluded there were no restrictions if a Chapter desired to pursue the venture on their own.

Award for Most New Memberships by Chapters/Individuals

Director Brashares and Chapter Coordinator Leets are working on a new National Award (name to be determined) which is to be established for the BCA member who sponsors the most new members in each BCA fiscal year (July 1 through June 30), and to be presented at the annual BCA National Meet.

In addition, a "sponsors name" space will be added to the BCA Application for Membership form, which is published monthly in The Bugle.

A quarterly sponsorship award is also under consideration.

Resolved: To refine the BCA new membership incentive program and report final details to the Board at the July, 2000 Board meeting.

Motion by Brashares

Second by Eichelberger

Vote: Approve - 7, Disapprove - 0

Review of Bids for The Bugle

Six firms responded to a written Request for Quote (RFQ) for The Bugle, which solicited quotations for:

- 1) Printer
- 2) Editor
- 3) Art Director
- 4) Mailer

All bids and attached samples were on display and available for examination and review by the Board and guests in attendance prior to, and during, the meeting.

Lou Walcer, Editor candidate from Mediconcepts, made a presentation for Rohrich Corp., a printing firm located in Akron, OH, and for Seich, Ruffo, Peterman, Art Directors from Cleveland, OH.

Bruce Collin, Printer from Bayport Press, Chula Vista, CA, made a presentation in behalf of himself and Chuck Koch, current Bugle Editor.

Extensive discussion followed regarding the merits and qualifications of the bidders, with extensive analysis of the bids included.

Substantial cost savings to the BCA was the determining, but not only, factor in the award.

Resolved: To accept a bid of \$13,493.75 per month from Baker Press, Orlando, FL, to produce The Bugle, based on 40 pages. If over 40 pages, it must be at the discretion of the BCA President. This price includes the Editor, Art Director, and Mailing (10,000 copies).

Motion by Schoening

Second by Leets

Vote: Approve - 5, Disapprove - 0, Abstain - 2

Resolved: To have Vice-President Liska facilitate the transition from current contractor(s) to the new contractor(s).

Motion by Brashares

Second by Eichelberger

Vote: Approve - 7, Disapprove - 0

Resolved: To have Director Brashares coordinate the legal negotiation of a two (2) year contract between Baker Press and the BCA, commencing July 1, 2000 through June 30, 2002.

Resolved: To have Vice-President Liska contact Baker Press and request a second bid for the BCA Roster. Bid to be within 5% (including mailing) of the lowest previous bid in order to be considered for acceptance.

Motion by Eichelberger

Second by Brashares

Vote: Approve - 7, Disapprove - 0

Audit of BCA Finances

Director Brashares, Treasurer Don, and CPA Carol Serone are working on an audit of the BCA financial records going back at least two (2) fiscal years, or more, if necessary.

A Board teleconference call is to take place prior to July 1, 2000, with a written report available to the Board at the July, 2000 Board meeting.

10. New Business

Re-establishing the Policy and Procedure Committee

Director Eichelberger to review and report to the Board at July, 2000 Board meeting in Richmond, VA.

Board of Directors Travel Allowance Review

Resolved: To table discussion on this issue until the seating of the new Board at the July, 2000 meeting.

Motion by Leets

Second by Eichelberger

Vote: Approve - 7, Disapprove - 0

Revise SOP #13, Ballot Counting

This issue was tabled and referred back to Director Eichelberger for a report at the July, 2000 Board meeting.

Appointment of Officer Nominating Committee

President Vasilow appointed Bob and Katie Montgomery, North East Ohio Chapter, to poll current and new Board members to determine their willingness to serve as officers during the coming year, and to facilitate the Board election of officers after seating of newly elected Directors at the July, 2000 Board meeting.

Review of SOP #17 and SOP #22

Regional Coordinator Phil Strassner to present revisions to SOP #17, and Chapter Coordinator Judy Leets to present revisions to SOP #22 at the July, 2000 Board meeting.

Review of SOP #19

BCAMAF President Roy Wager and Foundation Board member Jim Jaeger are to revise this SOP and present to the Board at the July, 2000 Board meeting.

Review of SOP #21

Adjustments to the BCA Store operation are under evaluation at this time. New recommendations are to follow at the July, 2000 Board meeting.

Senior Awards Committee

Resolved: To have Mac Blair, Rick Shick, and Bill Anderson manage the Senior Awards process for the BCA and report to the Board at the July, 2000 Board meeting.

Motion by Brashares

Second by Eichelberger

Vote: Approve - 7, Disapprove - 0

BCA Office Manager at BCA National Meet

Resolved: To require the BCA Office Manager to attend all BCA National Meets in person, unless he/she delegates a proper substitute to perform all functions and duties as required.

Motion by Brashares

Second by Eichelberger

Vote: Approve - 7, Disapprove - 0

BCA Store Merchandise at National Meets

Resolved: To have a minimal inventory on hand at BCA National Meets in order to reduce costs and management problems.

Motion by Brashares

Second by Schoening

Vote: Approve - 7, Disapprove - 0

11. Adjournment


The meeting was adjourned at 4:15PM

Motion by Leets

Second by Schoening

Vote: Approve - 7, Disapprove - 0

Respectfully Submitted,



Bob Leets, BCA #17041
Secretary, 1999-2000