

Utah Mensa Board Meeting Minutes

March 3, 2007; Bountiful

1. Call to Order and Request for Other Items: 12:10

- Attendees:
 - Laura Strebel, Loc-Sec
 - Susan Daggett, Vice Loc-Sec
 - Bukhosi Dube, Treasurer
 - Leslie Davies, Membership Chair
 - Lisa and Greg Northcutt, Publications Co-Chairs/Synapse Editors
 - Dean Anderson, Webmaster
 - Dan Cortsen, member
- Other Items added to agenda:
 - Member Survey
 - Culture Quest

2. Loc-Sec's Report (Laura Strebel)

- Has received several inquiries for membership but without a testing coordinator we do not have a way to test members.
- We are growing! 3 new, one moving in and four renewals (after a 1 year lapse) since Jan 1.

3. "The Testing Problem" - Brainstorming

- Ask Doug Alderman if he would be willing to do four more tests to train two new people. Doug has not responded to any e-mail requests..
- Education and/or psychology departments at universities to help us with certification and/or testing.
- Find someone in another state to help us train proctors.
- Dennis Knight was a proctor at one time. Is he still qualified? Same question for John Hinds. John has given some indication of willingness to help with this.
- Action: Laura will contact John Hinds and ask him to be Testing Coordinator [*John regretfully declined citing other obligations, so an ad will be placed in the Synapse and on the Website*]. Testing Coordinator's initial duties will be:
 - Find out if he himself is still certified as a proctor.

- Get a list of all members who have been proctors, and their current certification status
- Contact universities to see if testing is available to the public.
- Develop a plan for certifying new Testing Proctors

4. Treasurer's Report – Bukhosi Dube

- \$3522.26 in the bank
- We expect about another \$3000 in April (??)
- A new bank account has been opened at Wells Fargo using a \$100 loan from Bukhosi. The old bank account is still active until we are sure all activity has cleared. Bukhosi will inform American Mensa of the change of account AFTER the April deposit, which will be by direct deposit.
- In the meantime Bukhosi will withdraw an appropriate amount from the old bank and put it in the new bank (and reimburse his \$100 loan). A free debit card with the account could be used in lieu of a credit card, and will save the problem of remembering to pay the bill.
- Debit cards will be issued to Bukhosi, Laura, and the Northcutts. Others with occasional expenses will submit the receipts to Bukhosi for reimbursement.
- Newsletter editors to be added as signatories on the new account so they can buy printing and stamps.
- No credit card will be established at this time since we can use the debit card that comes with the account.
- Bukhosi is still trying to get with the previous Treasurer (Brent Jensen) to learn more.

5. Webmaster's Report – Dean Anderson

- Dean to create a members only area for posting newsletters, bylaws, meeting minutes, budget items, etc.
- If newsletters stay in the public area, should we would take out personal contact info? All contact info is in the Contact Us area anyway. Decision – Keep Synapses public as-is.

6. Calendar – Dean Anderson/The Northcutts

- Dean will be Calendar Coordinator
- He will update the calendar on the Website pretty quickly after being notified (note: he has been doing this within 24 hours, though of course we will allow him the occasional vacation)
- Editors will forward anything they get to Dean, and vice-versa

- Editors will go to the website just before they go to press for the “final” calendar for the next month.
- Editors will send e-mail reminders that they need inputs

7. Membership Coordinator - Definition of Duties (Leslie Davies)

- Leslie will answer e-mails but does not know what to say about testing.
- We told her to be transparent, that we are trying to get our own testing capability but in the meantime they are encouraged to look for admission through other evidence or to find private testing, or just be patient.
- E-mail or snail mail welcome new members.
- Help with the member survey
- Track down “undeliverables” and get new contact
- Leslie has NOT been getting the Membership Lists. Laura to make sure Leslie’s name has been submitted. If Leslie has not gotten this month’s list by Tuesday, then Susan to send a copy to her. *[Note from Susan: As of Thursday March 8 I have not received my copy, either]*

8. Editors' Reports and New Editor's proposal – Greg and Lisa Northcutt

- Dummy newsletters from Kinkos and Office Depot provided to the Board. Office Depot newsletter is much clearer, and their price (with Mensa discount) is much better.
- New format includes 8.5 x 11 instead of half-size pages, and the pdf will print correctly for e-mailed copies.
- Synapse Costs:
 - Priced buying a printer for 11x17 including ink cartridges, etc, and Office Depot’s prices were much better.
 - Printing 200 copies full color \$284.60 incl print, fold, label at O.D.
 - If only one page is color then the price drops to \$136.40/mo
 - First class postage for entire membership is about \$70/mo, and first class will guarantee timely delivery (compared to bulk mail which could be delivered at any time at the post office’s discretion).
 - E-mailed copies will cut both printing and mailing costs.
 - Final decision is: One page color; encourage more e-mail newsletters
- Advertising Ideas:
 - Sell advertising, especially member-to-member

- Outside advertising with approval by the board
- Classified ads – free to members?

- Deadlines: March 20, then after that the 10th
 - 10th for submissions
 - 17th to internal proofing (to Laura and Susan)
 - 19th one last check of the website calendar for updates
 - 19th to Office Depot for print, fold, label
 - In the mail about the 26th each month.

9. Area Coordinators - Definition of Duties - postponed

10. Budget Proposal/Approval – Newsletter budget approved for one color sheet, remaining black and white, and first class postage at 39 cents each. Other budget items postponed.

11. Member Survey - postponed

12. Culture Quest - postponed

13. Adjourn: 2:20 pm

Respectfully Submitted,

Susan S. Daggett
Vice Loc-Sec
Utah Mensa

And a delicious lunch was enjoyed at the El Matador in Bountiful by Laura, Bukhosi, Dean, Susan and Susan's partner, Ron, who joined them after a merry chase getting lost in Bountiful. Thank goodness for GPS systems!