

Keystone State Chapter – POCI
Minutes of Board Meeting, Jan 28, 2024

23 Members and Board Members Present - Tim & Karen Britton, Sandy Kemp, Tom Wright, George Burbage, William Burbage, Vicki Burbage, Ken Fernsler, Ralph Keller, J. Robert Musser, Yvonne Musser, Pat Rowe, David Brewer, Bill McIntosh, Chuck & Sue McGurk, Ted & Aurora Kapp, Jim & Elke Martin, AJ & Carol Koszi, and Don Barlup.

1. Call meeting to order by President Tom Wright at 1:05PM
2. Opening remarks by Pres. Tom Wright: We are going to continue to make changes to better our club. We have a long agenda and will try to get through everything we can. It's our 50th year! We need to acknowledge our 3 members who have been with us from the beginning, Ralph Keller, Don Barlup and George Weaver.
3. Introduction of Officers - Every Board member has specific jobs
 - a. President – Tom Wright
 - b. Vice President – Sandy Kemp - In charge of show registration, co-membership chair
 - c. Secretary – Karen Britton - co-membership chair
 - d. Treasurer – Dick Stover
 - e. Directors:
 - i. Bill McIntosh - marketing & communication,
 - ii. Ken Fernsler - charge of signs at car shows & display board
 - iii. Jim Martin - Christmas Party & board meeting
 - iv. Steve Martinez - help with parking at shows
 - v. Steve Liebert - Junkyard tour & parking
 - f. Activities Directors: Ralph Keller & Club Historian
 - g. Merchandise Manager: George Burbage
 - h. Parking chair - Tim Britton

4. Introduction of others in Attendance

5. Receive Membership 2023 Report--

- a. 2023 KSC member #s - 124
- b. 101 were both POCI & KSC members
- c. 37 were new or previous members that had rejoined
- d. We had 94 members at this time last year and we are at 102 now
- e. We put out a roster last year.
- f. We started sending membership cards. As soon as members have renewed they are getting an updated membership card with their "thank you for renewing " email.
- g. We have a 500 person contact list. We included POCI members that are not KSC, Fall meet attendees, past KSC members, other car clubs. We send out show flyers to all, invites to join our chapter and have received many new members this way.

6. Receive treasurers 2023 report-

There was a discussion made about balance in the checking account being so high. Can we easily transfer into our savings account or do we need to check into an interest bearing checking account?

Our chapter funds come from 4 sources - membership, merchandise sales, and our 2 car shows.

- a report - See attached
- b Total receipts = **\$8,821.00**
- c. Total expenses = **\$5955.81**
- d. Profit/(loss) for 2023 = **\$ 2,865.19** (excluding 2024 & beyond dues paid in advance)

- e. Total liquid assets at 12/31/23
 - i. Checking balance = \$ 5,438.11
 - ii. Savings account balance = \$ 3,980.67
 - iii. CD balance = \$ 15,218.35
 - iv. Less 2024 and beyond dues paid in 2023 = \$ (889.00)
- TOTAL LIQUID ASSETS AT 12/31/23 \$ 23,748.13**

Motion made to accept by Ted Kapp - 2nd by Ralph Keller Motion was passed unanimously.

7. Receive Promotional Report for 2023 -

George presented his promotional report of items sold and left in inventory. He also talked about new items he is looking into for 2024. He also mentioned that he would be offering food sales again in 2024 such as soft pretzels and cookies etc George will get info to Karen to send out to board members on new items.

- a. total sales \$ 631.00
 - i. total polo shirts \$ 204.00
 - ii. total t-shirts/sweatshirts \$ 285.00
 - iii. total misc items (dash plaques etc) \$ 132.00
 - iv. total donation \$10.00

Motion made to accept by Ted Kapp - 2nd by Tim Britton Motion was passed unanimously.

8 We gave a short review of 2023 activities - Everyone agreed the year went very well. We had 3 tours, GM on Display and Fall Meet @ Padre Pio, Our annual Junkyard tour and Christmas Party, attended Das Awkscht Fescht, and had our mid-year event at Knoebels Grove.

9. Determine 2024 events calendar -

Ideas were discussed. Ralph will make contact to confirm before any dates are to be released. Everything is still tentative.

- a. March - Ralph will check and confirm
 - i. Date: March 23rd
 - ii. Activities: Car museum & Yuengling Brewery tour
 - iii. Contact: Ralph
 - iv. Other
- b. April - Ralph will check and confirm
 - i. Date: April 27th
 - ii. Activities - Swigart Museum & 2 back buildings- Huntingdon
 - iii. Contact: Ralph
 - iv. Other: Don Barlup will make contact
- c. May -
 - i. Date: May 11th
 - ii. Activities - Lou Calasibetta's show - NJ
 - iii. Contact: Ralph
- d. June - GM on Display - price increase to \$15 pre & \$20 day of show
 - i. Date: Sun. June 2
 - ii. Location: Macungie park;
 - iii. Park costs \$ 350.00
 - iv. Need door prizes;
 - v. Pre-registration by Sandy Kemp
 - vi. DJ – Cayla Wright
 - vii. POCl provides insurance for our shows through J.C. Taylor; Bill to call and set up and then send to Amy @ park and Karen

- d. June -
 - i. Date: June 15th
 - ii. Activities - AACA Museum Car Show
 - iii. Contact - Ralph
- e. July - National Convention - July 15-20 Springdale Arkansas
- f. July -
 - i. Date - TBD
 - ii. Activities - Knoebels Grove Amusement Park
 - iii. Contact - Ralph
 - iv. Other; checking on full catering and 1/2 catering prices
- g. August -
 - i. Date: Fri-Sun. Aug 2,3,4, club day Aug. 4
 - ii. Location: Das Awkscht Fescht - Macungie, PA
 - iii. Contact: Tom
- h. August-
 - i. Date: Saturday August 31st
 - ii. Activity: Duryea Day - Boyertown Park
- i. September
 - i. Date: 21st
 - ii. Activity: Hank Hallowell collection
 - iii. Contact - Ralph
- j. September
 - i. Date: September 29th
 - ii. Activity: Fall Meet - Padre Pio - Barto PA
- k. October
 - i. Date: Oct. 19th
 - ii. Location: Steamtown National Historical site & trolley museum - Scranton area
 - iii. Contact: Ralph
- l. November - Junk Yard Tour
 - iv. Date: Fri. Nov. 29th
 - v. Location: tbd
 - vi. Contact: Steve Leibert
- m. December - Christmas Party
 - vii. Date: Sat. Dec. 7; 12-4pm, dinner at 12:30pm
 - viii. Location: Bird-In-Hand Restaurant
 - ix. Contact: Jim Martin
- n. January - Membership Meeting
 - x. Date: Sat. Jan. 25, 2025 11am
 - xi. Location: Bird-in-Hand Fire Company
 - xii. Contact: Jim Martin

Calendar was approved

10. NEW Business -

Tom recognized Don & Hank for all they do for our chapter.

- a, Constitution & ByLaws —

- I. CONSTITUTION VOTE - The new Constitution was discussed, Don Barlup made a motion to accept, Ralph 2nd and vote was passed. Karen will send out to membership by email for final vote.
- b. JOBS FOR BOARD AND MEMBERS - Every board member has a specific job in the chapter.
 - a. Display board- Will be taken over by Ken Fernsler, Ralph will help.
 - c. Need to implement an audit committee -
 - a. Tom will head up committee. Other members - Sue McGurk & Bill McIntosh. Committee will meet with Dick. Jim Martin is going to check with a member who works at Wells Fargo for direction
 - d. Next Year - Board Election -
 - a. It was discussed how we should select officers and board members. Also discussed leaving process as it is now, which allows us to add and appoint as needed.
 - e. New Promotional items -
 - a. We need some new items to upgrade inventory. George received pricing on long sleeve and short sleeve t-shirts, hats and 1/4 zip fleece. Pricing will be sent out to board members.
 - b. Suggestion was made to take pre orders for hats and shirts
 - f. Social Media - Billy & Vicki
 - a. As a club, we need to market to younger people. The way to do this is through social media such as Instagram, Facebook and Reddit. It will be a slow process
 - b. Vicki and Billy will head this up for us
 - g. Newsletter -
 - h Website -
 - i. refresh on the site.
 - i. Car show -
 - a. Tom expressed that we need to maximize our profit margin and cut down on flyer costs. We discussed other options on dash plaques to help cut costs. We decided to look into a magnet.
 - b. To increase profit, we need to improve attendance
 - c. Door prizes - We will be looking for bigger donations for door prizes. It was also discussed about setting up jars at prizes to deposit tickets into for a chance to win specific prizes. This could also be done as a fundraiser.
 - d. We also decided that a 50/50 drawing should be looked into.
 - j. Donations -
 - i. POCl museum
 - ii. Car show donation
 - iii. Christmas Party

11. Motion was made by George to Adjourn the meeting - 2nd by Sue. Meeting was adjourned at 4:25pm

Respectfully Submitted, Karen Britton, Secretary

