

Meeting minutes for IWCS Executive Committee meeting June 7th, 2025

Summary: The IWCS Board of Trustee meeting was canceled as a quorum of Trustees were not in attendance

The meeting began with introductions and updates from various members, including travel plans and birthday wishes, though several key members were absent due to scheduling conflicts. The IWCS Executive Committee discussed voting procedures and technical challenges with email ballots, while also addressing regional appointments and confirming the need for a quorum to proceed with business matters.

Meeting Minutes

1. **Present:** Rick Long (President Elect), Violet Oman (Vice President), Willem Hurkmans (Publications Chair), Eric Krum (Secretary/Treasurer), John Tillack (Australasian Trustee), Giresh Ghooray (USA Southwest Trustee),
2. **Apologies:** Bob Goddard (UK Trustee), Christopher Cook (USA Great Lakes Trustee), Robert Brulotte (USA Southwest Trustee), Jim Gryte (guest), Daryle Layton (Endowment Fund Chair), Mark Duff (First Past President), Joey Montagut (EuroAfrica), Mark Hauser (USA NE Trustee), Rejean Drouin (Canadian Trustee), Dennis Wilson (Archivist),

IWCS Executive Committee member action list:

Member tasks:

- Eric to send email for confirmation vote to Board members on Northwest and Great Lakes region trustees.
- Eric to update draft budget to include income details and send for email vote within a week.
- Eric to send tax filing (reconciliation report) next week when the accountant returns from vacation.
- Eric to share QuickBooks reports with John for informational purposes.
- Violet to follow up on Central region trustee nomination and potentially ask Eric to send out an email for confirmation.
- Willem to send Rick a proposal for editing the President's message.
- Eric to ask Jack to acknowledge receipt of all emailed votes.

3. Quorum Shortfall Halts IWCS Board of Trustee Meeting

The meeting was unable to proceed due to a lack of quorum, with several members, including Chris, Robert and Daryl, unable to attend. Rick noted that the Northwest region was finally filled after a long process, but the appointment was uncontested. John suggested confirming the appointment via email, which is allowed under the Constitution, to avoid further delays. Eric agreed to handle this process.

4. Trustee Attendance and Personal Updates

The meeting began with greetings and introductions, with Violet joining the call after returning from Kansas. Eric mentioned that several trustees had not confirmed their attendance, including Joey and Rejean, while others like Mark Houser were unsure.

5. Election Voting Process Challenges

The group discussed voting procedures for an election, focusing on issues with email ballots and postal votes. Eric reported challenges with delivering ballots to some members without email addresses, while Rick and others experienced technical difficulties with the online voting system. John explained he had sent letters to three Australasian members without email access, advising them to use a friend's email for voting. The group agreed that Jack should acknowledge receipt of all email votes, and Eric said he would follow up with Jack about this.

6. Budget and Income Planning

The group discussed the budget and income sources, with John noting the absence of specific member dues income in the budget document. Eric explained that the income would be higher the last year due to more members choosing 2 or 3-year renewals, and he agreed to annotate the budget with expected income from dues. The group decided to continue to wait for the exchange rate to reach 65 cents before transferring funds to the States. John Tillack asked Eric about a \$3,100 line item for annual meeting expenses, which Eric explained covers upfront costs for reserving conference centers for in-person meetings. Rick mentioned that the Central division has agreed to sponsor next year's spring clean event.

7. September Meeting Registration Updates

The group discussed registration issues for an upcoming Regional meeting Portugal, in September, with Willem noting problems accessing the registration page on the website. Eric confirmed the registration page is active and updated the closing date to June 17th, explaining this was requested by the hotel.

8. Regional Appointments and Voting Procedures

The Executive Committee discussed regional appointments and voting processes. They agreed to conduct email votes to the Board of Trustees members for the Northwest and Central regions. For the Great Lakes region, they decided to proceed with an email confirmation for Jack Stump's appointment. The committee also discussed budget matters, with John suggesting that Rick give Eric a week to add income details before sending it for an email vote. Eric mentioned he would be sending in tax documents for the previous year once the accountant returned from vacation.