

International Comanche Society, Inc.  
Minutes from TeamSpeak Meeting – September 20, 2016  
By LaVerne Stroh, Secretary

1. **Av Shiloh, President, called the meeting to order** at 8:02 PM EST

2. **Roll Call by LaVerne Stroh**

Officers:

President	Av Shiloh	Present
Vice President	Bob Williams	Absent
Treasurer	Bob Berry	Present
Secretary	LaVerne Stroh	Present

Tribe Chief/Tribe Representatives

Tribe Rep SW	Scott Myers	Present
Tribe Chief/Rep SC	Ron Franks	Absent
Tribe Chief/Rep SE	Jeff Munford	Absent
Tribe Rep Mid States	Pat Donovan	Present
Tribe Rep NW	Bill Case	Present
Tribe Rep NC	Hank Spellman	Present
Tribe Chief/Rep NE	C J Stumpf	Absent
Tribe Chief/Rep W Canada	Ken Mori	Absent
Tribe Chief/Rep E Canada	Vacant	Absent
Tribe Chief/Rep Europe	Kate Burrows	Absent
Tribe Chief/Rep S. Africa	Russell Knowles	Absent
Tribe Chief/Rep Australia	Nigel Wettenhall	Absent

Guests:

Tribe Chief MS	Carl Talkington
CFF President	Mike Foster
ICS Member	Dave Fitzgerald

**Quorum: Six (6) voting members were present at the beginning of the meeting. Bill Case joined shortly after the meeting started, making a quorum of seven (7) voting members. No business requiring a quorum was conducted prior to having a quorum.**

3. **Acceptance of Agenda by Board of Directors**

**Hank moved to accept the agenda. Scott seconded the motion.**

4. **President's Opening Remarks by Av Shiloh**

Av welcomed everyone to the meeting and stated that since we had only six voting members present, we would not conduct any major business until we had a quorum.

**5. Acceptance of Meeting Minutes from the 07-19-16 TeamSpeak meeting and the 08-16-2016 TeamSpeak meeting by Board of Directors**

**Pat moved to accept the minutes from the 07-19-2016 meeting minutes. Hank seconded the motion.** No objections to the motion. The motion passed unanimously.

**Hank moved to accept the minutes from the 07-19-2016 meeting minutes. Pat seconded the motion.** No objections to the motion. The motion passed unanimously.

**6. Treasurer 's Report by Bob Berry**

Bob stated the federal taxes were filed and paid. Kansas state taxes were filed and paid. All bills are paid up to September 11.

Bob stated he had a bill for Oshkosh to pay for Pat Donovan; but, he would like the chairpersons approve any bills for their programs. Bob contacted C J but has not heard back from her.

**Pat will contact C J to have her contact Bob for approval of the bill** since it has been awhile since the bill was submitted, and he would like to get paid.

Av agreed that the chairperson of the committee should be the one who approves a bill before it is paid.

Bob stated he received an email from Pat regarding the latest budget. The changes in income are due to not as much advertising income and a slight decrease in membership. We will have a slight increase this year due to those that signed up at Oshkosh, which should offset the decrease and maybe a few more. Bob stated the advertising amount goes up and down. We are down about \$1000 now. He is not sure how to get that amount back up.

Pat stated if the advertising is down, we need to talk to Village Press to see if they can help.

Av stated he discussed the advertising with Village Press. They stated they are working on some possibilities. There will be a full page ad from AOPA insurance services in the next issue, so that should help out some. They may run it a couple of times. We should be close to last year's income by the end of the year.

Bob Berry stated he is working on the clothing. He did receive a complaint about a bad head visor they received. He didn't make them send it back. Bob has Under Armour looking for some less expensive options and has a lead on another possible vendor.

The new computer is working with help from and Dave Fitzgerald.

Bob stated that if we increase the dues again we should be able to cover the events planned for next year.

Bob stated they have been working on the convention. They have looked at Traverse City and Knoxville.

Bob stated he will be working on next year's budget during the fourth quarter.

Pat stated he could possibly go into the first quarter of next year since the convention isn't until summer. It just has to be posted in the Flyer before the convention.

Bob stated that was a good idea since the numbers will change if the ICS merchandise changes. We may be losing money on some of the items.

Av stated he agreed with Bob that the fulfillment costs were too high, especially on the smaller items.

Pat stated he saw the profit and loss statement posted and was wondering if the net worth statement would be posted.

**Bob stated he would get with Dave and have that posted.**

**Pat moved to accept the Treasurer's report. Hank seconded the motion.** No objections to the motion. The motion passed unanimously.

## **7. Flyer – Letter from Director's Schedule by Av Shiloh and LaVerne Stroh**

LaVerne stated she had not heard back from Kate or Russell on the Director's letters. She also sent a message to the Tribe Chiefs who are not board members and had not heard back from any of them. C J was working with Melissa to get her report done in August, but LaVerne had not heard what the status was.

Av stated Melissa was working with C J but it was not completed in August, and he is not sure when it will be completed. It is barely started now.

**LaVerne will send a follow up message to the two board members and the tribe chiefs who aren't on the board.**

## **8. New Website Report by LaVerne Stroh**

LaVerne stated got some responses back from some of the board members so she will discuss those with Adam. She has a list of questions she sent to him to get some final things taken care of prior to moving the database over. One concern was to make sure email messages did not go out to members from the new site until it was the official site.

Av asked when he thought the site could be online.

LaVerne stated once the database is on the new site we can run reports and do other tests to make sure the sites are working identical. If everything is working fine, we can go to the new website.

Av stated he was on the site and found some things not working but thought that may be due to not having everything moved over. Hopefully, when the database is moved over that will all flesh out.

Mike Foster stated he has not been on it but got a message a few weeks ago that his password was changed. He feels like it is taking forever to get this done. Their website only took a few weeks to get up.

Av stated that was probably because that website is not as involved. We are starting to get closer and are seeing the light at the end of the tunnel. Av was hoping for the end of the year.

Dave stated if we put the database on the other site does not take it off the new site. Until we see the database is working on the new site, he felt Village Press should stay with the old website. There are some things he doesn't think are working correctly on the new site. He is wondering why they haven't put the information from the old website to the new website.

LaVerne stated that is probably because they were waiting on her. She does not plan on having Village Press work with the new website until we have fully checked it out.

Scott stated when he talked to the developers before when the database was moved, they stated they could not stop the messages. When changes were made just a few weeks ago, message went out to everyone again. He is concerned about moving the database over until we know what to expect. We should do a preemptive email to our members to let them know they may be getting a message from the new website.

Dave stated that was a good idea. We need to advise the members there are two different domain names. We need to let them know what both of the domain names are and that both websites will be running.

Scott stated he thought that would be too confusing to most of the members. We need to make sure it works right and then cut them over.

Av stated we don't want anything sent to anybody from the new site if we don't have to. He would like an assurance from the developers that the notices won't go out. We don't want them to get any more emails than possible.

LaVerne stated she sent a message to them with several questions yesterday and one was the question about stopping the email.

Dave asked if Scott's suggestion was to shut the old website off as soon as the new website is running.

Scott stated his idea would be to have both websites online. Once the new website is up, Dave can forward them to the new website. The other reason for that is that the business cards he just printed for several members have a QR code with the old name. There may be other reasons to keep both domains alive.

Bill Case asked if we could put a message on the old website where they can click the link and it will take them to the new website.

Dave stated he could just automatically forward them. They wouldn't have to click on anything.

Scott stated the problem with that is they may never get used to the new website name, and we will have to pay for that domain name.

Dave stated that for a period of time we will have to keep both sites. The domain Dave has is paid for a year.

Av asked if we couldn't just use the comancheflyer domain name since it belongs to us. That would make it seamless to the members.

Scott stated while it belongs to us but we have to pay to host it on the internet. A year should be plenty. We can monitor the hits and then shut the other one down.

Dave stated the comancheflyer name belongs to David Buttle.

Av asked if someone types in comancheflyer.com will it take them to the new website.

Dave stated that is the plan but if we do it right away it could cause problems if Village Press can't get what they need.

Scott suggested just testing with the dummy data rather than the entire database. He doesn't think the functionality isn't there. We would have to move the entire database over again if it isn't working.

Av stated he was hoping they could type in comancheflyer rather than comancheflyers.

Scott stated that is what the redirect is for. When they type in the old address it will take them directly to the new website.

Hank stated that sometimes it takes months or years to find a massive problem. We have a magazine so we can put an article in there telling them what is going on.

LaVerne stated that was the plan. We would put something in the flyer, the newsletter, and an email. If the sign on procedures are different than what they do

now, we can put a "cheat sheet" in there that they can print and use when they are getting on and around the website. They did that many times when they cut websites over where she worked.

Hank said that is what he would like to see is specific instructions on what to type and not just allude to what to type. It should be specific.

Av stated that there will be a certain percentage that will read it, but some may not read it, and we may miss some people so redirecting would be the best thing.

**LaVerne will continue to work with developers on some outstanding issues and determine what we can do about the email generation.**

## **9. Committee Reports by Committee Chairs**

There were no committee reports.

## **10. ICS Fall Board Meeting by Ron Franks and Board of Directors**

Ron was not available. Av stated the meeting would be in Galveston. Ron is working with the hotels there. Av asked the board to decide if they would like to have the meeting November 6<sup>th</sup> or November 12<sup>th</sup>.

Mike stated it would be best if we could have it earlier in November to stay away from Thanksgiving.

A poll was conducted to determine which date would be better. For most either would work, but the preference was November 6<sup>th</sup>.

LaVerne asked if we needed to post the information on the website to get the notifications done on time.

Hank stated that if it posted tomorrow, it is the best we can do. The exact place would be nice to know rather than just the City.

Av stated he should be able to announce the place by early next week.

Hank stated it should be posted to the website now and then update the posting when we know more.

**Dave will post the information on the website in the morning.**

Pat stated we only need a 30 day notice; so that should be easily met.

LaVerne asked if we will be putting the information in the newsletter.

Av asked if the newsletter has gone out already. He has the .pdf file.

Dave stated he had a .pdf editor and could edit it.

Scott stated he had the editor and if that didn't work he would send to Av for updating.

**Scott will try to edit the current newsletter .pdf file. If that does not work, he will send it back to Pete to edit and get the meeting information added into the newsletter.**

## **11. Miscellaneous Old Business by Board of Directors**

Hank stated in the last couple of meetings we talked about tribes where nobody is doing anything. He isn't sure what the definition of an inactive tribe would be but thought if the secretary wasn't reporting the latest election information the tribe would be considered inactive. We can't just have someone say the tribe is on probation. We need information in the standing rules.

Scott asked why we are concerned about this issue.

Hank stated he brought it up because of the issues with the East Canada tribe.

Scott stated the South African tribe does not report.

Av stated that the East Canada tribe is significantly bigger. Bryan McDougall was holding a meeting, and we should be back on track there by the new year.

Dave stated he understands where Hank is coming from. His suggestion would be guidelines of what ICS expects out of ICS secretaries. If people change positions, it may get lost from one to another.

Av asked Dave, Hank, and Scott could put something together as a recommendation for the board.

LaVerne stated she feels there should be something for a tribe chief, secretary, and other positions to help them know what is expected.

Scott stated each tribe has their own bylaws governing what they do.

Dave stated there used to be tribe chief manuals for the tribe chiefs but they got lost. Shirley Nelson was working on revamping them.

Hank stated the secretary is the main contact for ICS. He has ideas of what could be done but others may have other ideas.

Av stated he talked to LaVerne a few weeks ago regarding her concern over what each board position should do. There is information in the bylaws, but that is all there is. It would be nice to have something to that could go to the person that takes the new position.

Mike stated each tribe has their own bylaws since they are each incorporated; but it would be nice to have some guidelines they could use. It would be nice to have that information on the website if it is developed. That could give them basics and they can incorporate that with their bylaws.

Hank stated his concern was because he has been at a meeting where someone shows up and says they are the tribe rep or chief; and ICS doesn't know about it.

Mike stated he felt it might be an issue. We wouldn't want ICS to overstate their authority over the tribes other than what we have as the basic oversight.

Bill agreed. His concern would be if the tribes are individual organizations and we don't want to tell them how to run their organization. We could give them guidelines and offer to assist.

Av agreed with Mike and Bill on the tribes. He was talking more about job descriptions for the International positions. We can make suggestions to the tribes on helping them.

Dave stated if we are an international organization and we have guidelines that are set down and the tribes agree and vote on it that is what we should do. The tribes shouldn't all be doing things differently.

Scott stated we can put out guidelines but we can't mandate what they do. They have guidelines for each position. We have ICS bylaws to explain what is expected. He isn't sure why this is an issue.

Hank stated we may have two people show up saying they are the tribe rep.

Scott stated the tribe secretary is supposed to notify ICS who the rep is. He has never seen that happen in the time he is in ICS.

**Av stated that Dave, Hank, and Scott can discuss this among them and decide if they think something should be brought to the board for discussion.**

## **12. AOPA Fly-in Preparations by Bill Case and Scott Myers**

Battlecreek, MI and Bremerton, WA were successful. Bremerton was the biggest as far as attendance. The Battlecreek participants, Bob Williams and John and Barb Spoor, said everything went fine there except for some rain in the morning. Prescott, AZ is next. We will have one airplane on display and everything is on schedule.

Av stated that Pat did some research on a new banner. The cost would be \$280.

Pat stated that also included a replacement water bag weight that was damaged at Oshkosh this year.

Av stated the funds were approved for that at the last meeting.

Scott asked if the banner was AOPA related.

Av stated he thought the banner was used for AOPA.

Scott stated he did not know about this one.

Pat stated the other one purchased was for AOPA and was used in Battlecreek and Prescott. This is for Oshkosh only.

Av asked Bob Berry to send a check to Pat to cover the cost.

Pat stated Bob did not need to send him the check. He will contact Bob regarding paying for it with the credit card. This can even wait until next year since it is for Oshkosh. Pat stated this one is an additional banner for AirVenture. The group on the corner said they would let ICS put up an additional banner there. Pat and C J had discussed this at Oshkosh last year.

Bob Berry stated if we are not using it until next year, we could order it in May since it is not in the budget for this year.

Pat stated either way will work for him.

Bob asked about the AOPA banners.

Scott stated there is one teardrop banner and one drop banner with grommets to hang from the table for AOPA.

Bob stated he got another bill for \$275 per plane for the last AOPA fly-in. If we are going to have a cost of \$550 for each fly-in, we need to budget for it. These costs were not in the budget. Do we know if we are getting any members from the fly-in's to help offset the costs?

Scott stated it would not be \$550. The first airplane on display at the AOPA fly-in does not cost us. If we have a second airplane on display, the cost is \$275.

Av asked if the check for reimbursing Bill Case was done.

Scott stated he sent that invoice to Bob Berry and today he submitted the invoice for Bob Williams.

Scott stated if we have a credit card available, maybe we should look into using the credit card to pay for the costs so the individuals don't have to pick up the cost.

Bob stated that if we were going to continue to have expenses related to the fly-in's we need to put it in the budget for next year.

Pat stated the costs were previously included in the budget for marketing, but it probably should be separated out of there.

Bill Case stated there was \$3000 budgeted for marketing for last year.

Bob stated the amount budgeted for the AOPA fly-in's is \$1500.

Scott stated the amount shouldn't be more than that since there is only one more fly-in scheduled for this year. We only had three airplanes of \$275 each, plus shipping costs.

Scott asked about paying for the costs for the fly-ins with a credit card. Would he call Bob and Bob could call them to make the payment or does Scott call them. Bob stated he could call.

Scott stated he will check into possibly paying online. They started that this year. They also changed to where you have to pay for any additional airplanes up front. Bob Berry could possibly log on and make the payment.

**Scott will look into possibly paying online before we start on next year's fly-ins.**

### **13. Miscellaneous New Business by Board of Directors**

Av stated that in preparation for the fall board meeting, he will want to discuss raising dues. He will recommend an increase below the 5% maximum. He is thinking possibly a \$3.50 per year raise. So, be prepared to discuss this as old business in the fall board meeting.

Bob stated the membership is better than 2015.

Av stated that was due to Oshkosh; but, we have had a steady decline since 2005. If we have a 5% increase per year, it will have cover the decline in members.

### **14. Next Team Speak Meeting by Scott Myers**

Av asked if we needed to have a meeting in October since we are having the board meeting in November.

The board members agreed it would be good to have a short meeting to just discuss the agenda for the board meeting.

Av stated we will have a discussion only on October 18, 2016 at 20:00 EDT to discuss the agenda for the fall meeting. Bring any items you want to see discussed at the fall board meeting to next meeting. There were no objections to that meeting date.

## **15. Adjournment by Board of Directors**

**Av moved to adjourn the meeting. Bill seconded. There were no objections to adjourning the meeting.**