**MAFCA BOARD OF DIRECTORS MEETING**

**FEBRUARY 5, 2022**

**LA HABRA, CA – VIA ZOOM**

 **MINUTES**

**Directors Present** **(via Zoom):** President, Jay McCord; Vice President, Happy Begg; Secretary, Kay C. Lee; Treasurer, Bill Truesdell; Chapter Coordinator, Robert Bullard; Technical Director, Ed Tolman;

Marketing & Membership, John LaVoy; Publications/Public Relations, Dean Potter; Advertising, Ruth Janke.

**Staff Present (via Zoom):** Office Manager, Sandra Aguirre

**Present (via Zoom):** Andy Scheer, *The Restorer* Editor, contractor; Rick Black, volunteer Webmaster, recognized for their wonderful service.

**Guests Present (via Zoom**): Doug Linden, Paul Shinn, Helen Christensen, Chuck Christensen, Melanie Whittington, Doug Clayton, Laurie Elliot

**Office staff not present:** Brenda Rodriguez, Juanita Villa recognized for their great work.

**President – Jay McCord**

President McCord welcomed everyone and called the meeting to order at 8:35 am PT. Jay opened the meeting with The Pledge of Allegiance led by Kay C. Lee

Jay informed all in attendance that their comments should be limited to 10 minutes or less.

1. A Motion was made by Kay Lee to approve the Minutes of the December 4, 2021, Board of Directors Meeting held in Fort Worth, TX, as presented to the Board on January 25, 2022. The Motion was seconded by Happy Begg. The Motion was approved by a vote of 8-0. (1)

Discussion about the forwarders and email communications was discussed since most email addressed to the club Gmail accounts have not been delivered. Gmail accounts that were set up were not working. Consequently, everyone was asked to use their regular emails addresses.

Jay asked that when emails are sent out and the person sending this asks that you, “please respond”, please do so as soon as possible.

Jay asked that you contact the committee(s) you are responsible for being their Liaison and let them know who you are. Find out when their meetings are and plan on attending if possible.

Jay contacted Trevor Morgan with USB and all documents have been updated for 2022 and signed by Jay McCord and Kay C. Lee.

The Business Recovery Plan has been updated and signed. The Business Recovery Plan is posted on the Directors Only site. It is only activated when there is a major catastrophe.

Jay and Ed Tolman are working with Paul Shinn concerning using You Tube Videos to help promote MAFCA.

Jay, Dean Potter and Michael Eisenbise will work on the Mission Statement to be presented at the next board meeting.

**Vice President – Happy Begg**

National Conventions:

1. National Conventions
	1. 2022 – Alamo A’s Chapter/Kerrville, TX

As of the board meeting there are 75 registrations. It appears that people are holding back because of Covid. Hoping for 450 registrations. The Alamo A’s have partnered with the Pineywood A’s, the Cowtown A’s, the Dallas A’s and the Golden Triangle A’s to help with this convention. No merchandise will be offered because of inventory shortages by vendors. The committee is releasing a new logo.

* 1. 2024 – Open

Bill suggested that we need to set a deadline for the 2024 convention if someone has not contracted it by April 30, 2022. If that is the case, then it becomes the responsibility of the MAFCA BOD to host the convention.

1. A Motion was made by Bill Truesdell that we identify a host Chapter for the 2024 MAFCA National Convention by no later than April 30, 2022. Failing that, the MAFCA National Board of Directors will take responsibility as host. The Motion was seconded by Ed Tolman. The Motion was approved by a vote of 8-0. (2).

Happy has made many calls concerning the 2024 and 2026 National Conventions. Jay is in conversation with his local Chapter the Santa Maria A’s to host the 2024 convention. Happy is waiting on a response from the Central Alabama A’s and the Columbus Indiana Model A Club.

Conversation about the MAFCA BOD hosting the Convention along with the help of the JSC, ESC and the Restorers Class was held. To everyone’s knowledge, there has never been a time when there was not a Convention. It was agreed upon that Covid was a major contributor to this.

Happy will go back to the Utah Valley Model A Club and ask them to host the 2024 Convention with the help of the MAFCA board.

* 1. 2026 – Open
1. National Tours
	1. 2023 – Indiana/Michigan area – Southeastern Touring Group Host
		1. July 16 – 21

The caterer and venue have been secured for the welcome banquet and final banquet and hotel accommodations area ongoing.

* 1. 2025 – Virginia/Dallas, Chapter
		1. June 16-20

This is being worked on, but too early to report any information.

* 1. 2027 – Open
1. National Awards Banquets
	1. 2021 Fort Worth, Texas/Fort Worth Chapter

There were 58 registrations and 2 cancellations with 98 in attendance. The Awards Banquet was held in a restaurant three blocks from the hotel and was in the early afternoon instead of the evening. A profit of $4,380.48 after the $4,000 seed money was paid back to MAFCA.

* 1. 2022 – Golden, CO – Model A Ford Club of Colorado
		1. December 5-8

Table Mountain Inn is $119 per night plus tax with 74 guests’ rooms available. MAFCA BOD meeting will be held on Tuesday, Dec. 6. Food cannot be brought in for lunch, but the hotel has a restaurant and other restaurants nearby. They estimate about 40 to register.

Discussion about preregistration and saving $100. Sandra is checking into this. Everyone will make their own reservations and Sandra will reimburse them for two nights.

The fashion seminar will be based on the latest fashion guidelines complete with several outfits for both men and women.

Tours to the Colorado Railroad Museum and the Clive Cussler Automotive Museum are being planned.

* 1. 2023 – Open
	2. 2024 – Open
1. Social Media (Liaison)
	1. Facebook – Melanie Whittington will present

Melanie presented with a Power Point presentation. Currently over 19,000 members on Facebook. Administrators are, Happy Begg, Jay McCord, Mike Eisenbise and Melanie Whittington.

A discussion about the guidelines and rules of Facebook was held with Facebook guidelines being on the Facebook page.

Paul Shinn volunteered to put together Session 1 and 2 of his videos on a USB and this can be used as a fundraiser and be sold in the MAFCA store.

Discussion about Les Andrews Volume 1 book concerning what is charged on Amazon vs what is charged at the MAFCA store. A special for his books are on sale on the MAFCA website for $95. Bill stated that if Paul wanted to put together a thumb drive, Bill would do the duplication at no cost as he has all of the equipment to do that.

* 1. Instagram – Doug Linden will present

Doug reported that Instagram is coming along nicely since he started a new MAFCA Instagram account which is accessible by searching Model A Ford Club of America. and are posting something new every week. He reported that it is the younger group that follows Instagram.

1. Calendar (Liaison)

There have been 5 new calendar requests and the March/April issue of *The Restorer* calendar is full.

1. Review Actions Pending from previous BOD meeting
2. Other
	1. Convention Survey Committee Report

The next meeting will be on February 21, 2022 via Zoom, which will involve defining the meeting criteria for selecting a solution and then choose the solution that is most valuable. A plan to implement the solution will follow in the future.

* 1. A generous donation was made to MAFCA from the New Hampshire National Tour Committee of $5,000 which was from Mark Smith and the people who put on the New Hampshire National Tour.

**Secretary – Kay Lee**

Kay informed everyone that she would make the changes on the February 2, 2022, Agenda but when she sends out emails for you to look over and if you find a mistake, to please let her know then, not at the board meeting.

Kay reminded everyone to speak up and stay close to your microphone. Andy was very difficult to understand. Robert’s voice was not always clear. These appeared to be Zoom connection issues. Please identify yourself since we are using Zoom. Kay is also using her recorder as she can use her “foot feed” to start and stop the information on the recorder when transcribing. Rick Black is going to check on microphones for the recorder for when we are in a larger room for a meeting.

You are the Liaison for the committee(s) marked in Blue under your name, on the agenda.

Send your Motion form(s) to the Secretary before the meeting. If a new motion is made during the meeting, please send it to Secretary during or ASAP after the meeting.

Secretary will do Motion #1 to accept the Minutes from the December 4, 2021 BOD meeting. Secretary will call for the vote on all Motions.

Kay will send you the updated BOD spreadsheet. Please make any changes.

Kay will send you the sign-up sheet for helping at the MAFCA tables at Kerrville. It is important that someone from the MAFCA Board is there to “meet and greet” those in attendance.

Every BOD meeting you will see the arrangement of everyone speaking. The first will always be the President, then Vice President then Secretary. After that it will be different for every meeting.

Kay discussed how she does the minutes and asked each person to get back to her ASAP as she starts sending out their section of the minutes.

**Treasurer – Bill Truesdell**

Bill informed the board that they are going to begin working on the budget for the next fiscal year and if anyone has any money requests, to please get those to him by March 15, 2022. Director’s does not have individual budgets, but there might be individual directors with projects coming up. Dean, particularly, might have printing of upcoming publications that will require funding estimates.

1. Financial/investment update
	1. Investment Strategy

The Investment Strategy that we have had for the past 2 years continues into this year and is conservative as we have an obligation as the BOD to protect the money of our members. Investment strategy involves two things: #1. We are not investing in any stocks or bonds. We are investing in certificates of deposit and money market accounts. #2. The second thing is that we are monitoring all of our accounts so that we stay below $250,000 FDIC insurance limit.

USB is the bank MAFCA uses for its investments with Trevor Morgan being the primary point of contact. This will be reviewed yearly to ensure we are getting the returns that we think we should get.

* 1. Insurance Status

There are two different major MAFCA assets: one is the operating account, and the other is the building account. It is important that we don’t exceed the FDIC limit at any institution for both accounts combined. CDs are coming due and are being invested in new CDs as they do.

1. MAFCA Office (Liaison)

The MAFCA office continues to run smoothly thanks to Sandra as she alerts us to problems as they come up. If you need any kind of information regarding office operations, please call Sandra or Bill.

1. Webmaster Liaison (Liaison)

Rick Black continues to provide us with some of the best website coverage that exists. More information following in closed meeting.

1. Review Actions Pending from previous BOD meeting

The balance of $1,300 owed to the Bank of America was paid off. There are no more outstanding PPP (Paycheck Protection Plan) loans. This was the Federal Government’s approach to try to reimburse employers who continued the wages and salary of employees during Covid.

1. Other

Other issues will be discussed in the closed session.

**Chapter Coordinator – Robert Bullard**

1. Blue Oval Program

This was discussed in the Pre-board meeting on Friday. Robert will bring it back to the board at the April BOD meeting for further discussion, or table it.

1. Chapter Registrations To-Date

There are 259 Chapters to date. As of the BOD meeting, 192 renewals have been received.

1. Chapter Longevity Awards

Currently there are 48 that Robert is working on preparing the certificate and the letter for. He will be sending them out within the next few weeks. They are signed by Robert and Jay. Jay suggested that anyone living near a Chapter take it to their meeting and present it in person. Sandra will check and notify anyone if any of the Chapters are near you.

There are 134 Chapters in good standing from the 192 total given to Robert. About 155 have paid the $75 insurance.

1. P3S20 Chapter/Special Interest Group/Region Registration Renewal

A discussion about the verbiage in P3S20 was discussed. Robert will send out a suggestion to the BOD asking for input and bring it back to the April BOD meeting.

1. MAFFI (Liaison)

Robert has contacted MAFFI and shared their first letter with the board.

1. Review Actions Pending from previous BOD meeting
2. Other

Technical Director – Ed Tolman

1. Having Fun With My Model A

This project was started several years ago by Jim Cannon. Doug Linden will work on this including getting with Paul Shin and Rick Black.

1. MARC permission to sell revision 4 of The Judging Standards

Jay received a letter from MARC that they would like permission from MAFCA to sell Revision 4 of the Judging Standards to vendors. MARC had 696 of Revision 3 and 672 of Revision 4. MAFCA is currently buying all of Revision 3 from MARC. MAFCA has 56 individual packs of Revision 4 and 109 that are made up to be complete Judging Standard packages. Last year 140 packages were sold.

There was a good discussion concerning selling these to vendors and that we are getting ready to print Revision 5. The timeline is dictated by the inventory we have. Doug Clayton informed everyone that Revision 5 started out to just correct errors and add some omissions, but MARC wants to rewrite everything which is time consuming. Perhaps just print Revision 5 and put the rest of the revisions in Revision 6.

Bill suggested we have 2 options. One to cancel the contract as the terms have not been met or go ahead and print now with what we have and hold onto the contract and provisions. The contract ends April 30, 2022. We need to amend the contract or create a new one. If a new contract, there must be a Motion and it needs to have board approval. Our next Board meeting is April 30, which is the day the contract ends. Jay needs to answer MARC’s letter letting them know that we don’t agree with selling to the vendors, as there is not enough inventory. They cannot sell to vendors without our approval. Doug Clayton will get this started.

1. Venture with Paul Shinn – You Tube

 Paul unveiled this on the 8th of January 2022, and it was very successful with a lot of tech questions coming in. Paul, Rick and Ed are the ones answering the questions with help from Tom Jeanes and Les Andrews. Chuck Christensen will also be available to help.

1. Restorers Class Committee (RCC) (Liaison)

Ed spoke with Howard Eckstein. They are working hard and are meeting this month in preparation for Kerrville for judging.

1. Judging Standards Committee (JSC)(Liaison)

As of the board meeting, Ed was not able to have a meeting with them but was able to get some Zoom minutes from previous meetings. They are to have a face-to-face meeting March 15, 2022, at Doug Clayton’s office on wood graining to prepare for Kerrville, TX in June. This is not in the budget and would involve 3 people traveling a long distance. (After the BOD meeting, the JSC asked MAFCA if they would hold a “Special Meeting” to discuss this. It was held Monday, February 21, 2022.)

* 1. Revision 5 (Doug Clayton)

A proposal was made to request from MAFCA the use of the sketches that were made in 1991 and incorporate them into the guidelines saying this was taken from the MAFCA Paint and Finish Guide. This would be a total of 2 1/2 pages. Special board approval is needed for this.

1. A Motion was made by Ed Tolman that MAFCA will allow the use of line art illustrations from the *Paint and Finish Guidelines* to be used in the Revision 5 issue of the *Judging Standards*, used by both MARC and MAFCA with the stipulation that credit and source be sited within the Revision 5 publication. The Motion was seconded by Happy Begg. The Motion was approved by a vote of 8-0. (3)

 In 2020 and 2021, 188 of the old Paint Chip book were sold. The end of December 2021, 475 of the new books were sold. In January2 022, 15 books were sold to members and 40 to Snyder’s. The pros and cons of this were discussed and agreed upon.

* 1. Change deadline of Revision 5 of Judging Standards

If Revision 5 and Revision 6 were separated, Revision 5 could be done around August or September of 2022 according to Doug Clayton. There are about 50 pages in this revision.

Sandra asked if it would benefit MAFCA to print Revision 3, 4 and 5 as one book. This will be put on the April 30th Agenda. Bill will add this to the budget for next fiscal year.

1. Review Actions Pending from previous BOD meeting
2. Other

**Marketing & Membership – John LaVoy**

* + - 1. Discussion on implementing new members
			2. Motion for Nominating Committee for 2022 election
1. A Motion was made by John LaVoy to approve the following Nominating Committee members for the 2022 election: Dave Jones, Mt. View, CA; Patricia Jones-Bernhardt, Sunrise, AZ; Bob Moore, Bradbury, CA; Greg Weast, The Dalles, OR.; Jim Morris, Sullivan Trail A’s, NY. The Motion was seconded by Happy Begg. The Motion was approved by a vote of 7-1-1. Ed Tolman temporarily unavailable. Robert Bullard voted no. (4)

 Two additional people were added after discussing the locations the original people were from.

3. Insurance (Liaison)

1. Specialty Equipment Market Association (SEMA) (Liaison)

John sent an email asking them for information.

* + - * 1. SEMA show in Las Vegas – Nov. 2022
1. Review Actions Pending from previous BOD meeting
2. Other

John discussed the Blue Oval decal and suggested that only static cling be purchased. Jay informed us that they are not expensive, and it is not a lot of risk but there is a great reward. There was a discussion about who is to receive the Blue Oval decals: individual or Chapter or both. Free members or not. This will be discussed at the next BOD meeting with a Motion. John will put a request in the budget for these Blue Oval static cling decals.

**Publications/Public Relations – Dean Potter**

1. *Restorer* magazine
	1. January-February 2022 issue - was sent Feb. 1, which is 2 weeks late due to the printer’s issues.

* 1. March-April 2022 issue – Andy stated that this will be in the mail by February 24, but he will upload it on the 9th or 10th of February instead of the 14th.and notify Dean of this. Because of problems the printer is having, this is expected to last for two or three issues.
1. Publication projects
	1. MAFCA 2023 calendar proposal

Hemmings did not produce a Model A calendar for 2022 because there were no MAFCA events for the photographer to travel to, to take pictures. It was agreed that there is no point in MAFCA printing its own calendar.

* 1. MAFCA Volumes 1-50 of *The Restorer* on thumb drive
		1. Bob Johnson update

We already have volumes 1 to 65 on a thumb drive but it is missing most of the issues from January 2007 through May 2016. Bob Johnson is scanning them on his home copier. The office has all of Andy’s and these files are from Jim Spawn with some corrupted files and some missing. Ruth volunteered to help with this.

* 1. A-Toon’s booklet

Doug informed the board that this is a thick volume and probably not a valuable sales item. Doug asked Dave Dunn for the price of printing the booklet. This came back high and to get a better price 500 would need to be ordered which would be a lifetime supply. Doug and Dean will discuss this, and Dean will bring it back to the April BOD meeting.

* 1. Restorers Class publication – H. Eckstein

Discussion about having the Restorers Class articles publicized in a book. Decision was, it would be a good publication but not enough content.

* 1. Briggs & Murray production (Benson Ford Research Center)

Dean asked Robert Kreipke for information about this, and he suggested Dean talk to the Benson Centre. At the present time Dean will put this on the back burner.

* 1. 2022 Membership Roster

800 Rosters were ordered for 2020, which was expected to last four years. After three years, there is no inventory. This is not a revenue generator as it is sold at cost. This information is for MAFCA members only and is not for commercial use and cannot be put out on social media. Discussion about including Chapter contacts, Chapter information on the website, timelines for letters to go out to advertisers, Andy’s and Rick’s deadlines, information on the renewal forms, and how many to print was discussed along with other issues. This takes about a year to prepare.

5. A Motion was made by Dean Potter to proceed with publishing a MAFCA 2023 Membership Roster with renewals up to December 31, 2022. The Motion was seconded by Happy Begg. The Motion was approved by a vote of 8-0. (5)

The 2023 membership renewal that will go out in August will have a line/box asking if a member wants to be removed from the Roster. Memberships renewed by December 31, 2022 will be included in the Roster and the publication will be available for purchase in mid-2023.

1. Publication sales update

In 2021 2,830 Publications were sold which is about 600 more than in 2020. Some of the larger titles sold were: 422 Paint & Finish Guides; 259 Judging Standards; 174 Tiny Tips 1; and 221 Tiny Tips 2.

1. A-World & Youth Groups (Liaison)

Bob More has identified May as Model A Youth month. Andy has an article in the next *Restorer* and Jay will add something in his Presidents column. This information will also be on the website and in the Quail.

1. Review Actions Pending from previous BOD meeting
	1. Mission Statement

There was a discussion about MAFCA not having a Mission Statement and it should be a simple statement. A suggestion was made: “Restoring, maintaining and driving Model A Fords as they existed in 1928 to 1931 era.” Helen asked about lifestyles of the era. It was suggested that everyone put together ideas and send it to Dean. Jay and Dean will work on this and have it ready for the next BOD meeting.

1. Other

**Advertising – Ruth Janke**

* + - 1. New Ad copy
				1. For March/April

TP Tools – New ad copy was received.

* + - 1. New Business:
				1. New Ads

Gaslight Auto Second Business Card ad - March/April

Plain Ol A’s Meet ¼ page ad - March/April – New ¼ add was received.

Full page ads for Eckler’s and Snyder’s

Brenda is a huge help with scheduling. There were some challenges with the transition from Dan. They will keep working as these arise.

 Era Fashions Committee (EFC) (Liaison)

* + - * 1. EFC Facebook page

Laurie Elliot reported that there are 526 current members on Facebook up from 442 from the last report in November. The number of people who viewed the page in the last 30 days was over 5,000.

* + - * 1. MAFCA Era Fashion YouTube video

This was viewed 433 times.

* 1. EFC’s first Zoom meeting topics

Laurie Elliott will present

The EFC’s had one meeting this year. Discussion included promoting the sales of “Fashion Guidelines”, with possibly discounting the price. There is a need to revise Fashion Judge Certification Training because there have not been any sanctioned events. After discussion of the cost of printing the book, Ruth made a motion:

6. A Motion was made by Ruth Janke that the EFC (Era Fashion Committee) be allowed to sell “Fashion Facts” at the National Convention in Kerrville, TX for the amount of $30. If they are presold/prepaid they will be delivered at Kerrville. The Motion was seconded by Happy Begg. The Motion was approved by a vote of 8-0. (6)

* + - * 1. Request for MAFCA Fashion Judging Sanctions

The EFC wants to revise their procedures for Certification Training. Requests are required no later than six months before an event. Patti Jones, Laurie Elliot and Dianne Eason will be presenting fashion seminars at Kerrville. They will have displays in the public area and within the fashion seminar areas. They are asking any judge attending to “mock” judge the outfits and offer feedback.

* + - * 1. 2022 Kerrville National Convention

Also in Kerrville, there will be some displays of the new project “Fashion Display”.

* + - * 1. Pattern Project

MAFCA received an anonymous offer through Jay McCord, a few days before the MAFCA February 5 BOD meeting to sell these patterns to a MAFCA member, who at the time, did not want her name mentioned. The offer was to purchase the pattern collection, consisting of approximately 286 patterns plus the electronic scans of the patterns. There was concern about the purchaser and if the resource would still be available to the Model A hobby. Emails of concern were received from members of the EFC community. Helen Christensen stated that since the early 70’s the patters were to be kept with MAFCA and available to MAFCA members. The patterns are getting too expensive to copy and also too delicate to handle. The EFC sent a report from Melanie Whittington that the EFC received a February 2021 offer from Revival Design Co. to print the patterns in 2021. That was not shared with MAFCA until the week prior to this board meeting.

There was a very detailed discussion about the patterns. Jay was in contact with the person offering to purchase the patterns during the discussion. The purchaser assured the board that the patterns would be available to the Model A community and the material on the MAFCA website and the printed pattern book would still be available from MAFCA.

1. A Motion was made by Ruth Janke that MAFCA accept the offer of $6,000 for the pattern collection (including the electronic scans) but not including the pattern catalogue or the online description. The Motion was seconded by Bill Truesdell. The Motion was approved by a vote of 8-0. (7)

Jay contacted the person wanting to buy the patterns and asked that she send a written agreement. After the motion was passed, the buyer will notify all of the EFC committee to tell them she bought the patterns.

* + - 1. Review Actions Pending from previous BOD meeting
			2. Other

Office Manager – Sandra Aguirre

1. 2022 Membership

Currently, 9,236 US members have renewed. 254 International members renewed and 119 free memberships renewed. 9,609 total members have renewed for 2022. 1,860 members have not renewed. We are 163 renewals ahead of where we were last years.

1. MAFCA Store

To date sales are a little over $20,000, which is a few hundred dollars off from previous years.

1. Hershey 2022

Doug Linden has secured a hotel for us, which is in a good location and much cheaper than last year. Jimmy Taylor has agreed to take his car and do another seminar. Hershey starts on Monday and ends on Friday, which is different from previous years. A tent has been ordered and is the same size as last year. A decision to use the balloon will be made, as time gets closer. It is all according to the cost of helium.

A discussion about the presence of MAFCA at Hershey was held. MAFCA will attend this year with a discussion for 2023 attendance. MAFCA’s presence at International Model A Day at Gilmore was also discussed. This will be discussed at the next BOD meeting.

1. Review Actions Pending from previous BOD meeting

A gentleman sent Sandra a watercolor picture of his 1931 Ford Roadster and said if MAFCA would like to use it for anything to please do so. Sandra is going to talk to Dave Dunn to see if this could be used for a Christmas card.

Rick did not have an opportunity to update everyone about the website during the BOD meeting. Rick has been working with Jaye Steinbrick to make the website more streamlined. The A of the Day and other areas will be automatic without any intervention by him. Rick is encouraging Jaye to take the Webmaster job over once Rick retires.

A closed meeting was held after the board meeting. The closed meeting Minutes will be sent to the President, Jay McCord and Office Manager Sandra Aguirre only.

The Board meeting adjourned.

Kay C Lee, Secretary

February 22, 2022 (2-22-22)