

Board of Director Meeting Minutes
4/20/2026

Attending: Tatiana & Chuck Sanders, Julie Poudrier, Sylvia King, Kelly Jerman, Leslie Whitney

Meeting called to order at 7:05pm

No presidential remarks.

Treasurers Report: Chuck reported that the only expense since the last meeting was \$18 for the Google Meet account, and one set of dues had been received and deposited, and that online access was functional, and the debit card was expected to arrive midweek.

Approval of Meeting Minutes: The discussion moved to approving the meeting minutes, which was quickly approved by motion and seconded. Motion passed.

Online Payment ability: Chuck confirmed that Zelle was operational through Wells Fargo. He had investigated PayPal, but noted that setting it up was complicated due to the undecided non-profit status. Chuck reported they had started reviewing the articles of incorporation to update them for 501c3 status, and confirmed that updating the articles legally only requires a board vote for a non-stock corporation.

Kelly suggested Venmo as a potentially easier option to set up than PayPal. Leslie agreed, Chuck to check on Venmo immediately, prioritizing it if it can be set up quickly.

Zoom Webinar Platform Selection: The board considered two Zoom tiers: the basic webinar platform (\$80-\$90 monthly if paid annually) and a "Webinar Plus" option for about \$10 more per month. Leslie and Kelly advocated for the "Plus" option, which allows for practice sessions, post-webinar surveys, and a "Backstage" feature for the host and support team to communicate during the live event. This feature would allow the support team to handle administrative tasks and audience feedback hands-free from the host. The board discussed the attendance capacity, noting that the standard plan covers 100 attendees, which they felt was sufficient to start. A motion was made and approved to move forward with purchasing the Zoom Webinars Plus platform. Motion Passed. Chuck committed to setting up the platform as soon as the debit card arrived mid-week

Preparation for the Angie Webinar: Leslie is having Angie visiting for five days before the May 6th webinar, and planned to review a drafted list of questions with Angie to ensure the session ran smoothly. Leslie proposed sharing these questions with the board in a separate document for review before finalizing.

Discussion on Member Pricing : Tatiana suggested making the member fee even lower, proposing \$5 for members and \$15 or \$20 for non-members. Leslie agreed on \$5 for members but suggested a cutoff time of the day before the webinar for the discounted membership purchase, citing administrative stress from last-minute joins. The board agreed that a small charge was a good idea.

Decision on Webinar Pricing and Marketing Strategy: Julie raised concern that charging members at all could devalue the benefit, Leslie countered that the \$5 member/ \$15 non-member structure (\$5/15) provides a strong value proposition, making members feel glad they joined. A motion to approve the \$5 member and \$15 non-member pricing structure was approved by the board.

Recording Availability and YouTube Channel: Leslie suggested setting up a private YouTube channel to follow the model of NEBCA, which makes webinar recordings available to members for a limited time after the event. Kelly noted this would also simplify sharing Mindy's videos. The board approved the creation of a YouTube channel. Kelly was assigned the task of setting up the YouTube channel.

Regional Expansion and Naming Discussion: Discussion went to the topic of "going regional" to discuss a new name and the geographic region to include, which would impact year-end awards. Julie noted that any sanctioning would need to align with the USBCA point year (August 1 to July 31).

Defining the Regional Area: State Inclusion for Regional Expansion, The board quickly agreed on Virginia, North Carolina, South Carolina, West Virginia, and Maryland. They decided that Washington, D.C. would be automatically included due to its proximity to Maryland. The states agreed upon were Virginia, North Carolina, South Carolina, West Virginia, Maryland, Delaware, and Pennsylvania.

Bylaws and Officer Eligibility Discussion: The conversation shifted to whether the new bylaws should define specific geographical limits for board member eligibility, which had previously been limited to Virginia VBCA Admin argued against limiting officer eligibility to the new seven-state region, suggesting that restricting eligibility creates unnecessary complications, especially when active members or those with specific skills (like a CPA or webmaster) from outside the region might be willing to serve.

Resolution on Officer Eligibility in Bylaws: The group agreed on a compromise to not explicitly state in the bylaws who can or cannot serve on the board, thereby avoiding limitations while still defining the club as a regional entity. The consensus was to require directors and officers to be club members in good standing without any geographic restrictions, allowing the board to deal with nominations from outside the region on a case-by-case basis if they arise. Chuck noted that this approach addresses the current issue where a sitting board member is technically outside the current articles of incorporation limitations.

Bylaws Review Timeline and Next Steps: Julie committed to reviewing the edited bylaws draft over the upcoming weekend, incorporating the changes discussed regarding the regional definition and officer eligibility. The plan is to get the proposed changes to the membership for a vote by the end of May, with the goal of launching points and new initiatives in August. Leslie suggested getting the proposal out sooner if possible, and the next meeting is scheduled for the third Monday of May, which should allow time to finalize the document for circulation.

Administrative Updates and Meeting Closure: VBCA Admin reported that they would move forward with setting up Venmo and Zoom as soon as the debit card is available. Kerales Farm mentioned preparing a flyer that will include information on how to sign up and pay.

The meeting was adjourned after a motion was made and seconded .