



## PENNSYLVANIA WINE SOCIETY BOARD MEETING MINUTES

January 13, 2025

### Call To Order

President Robyn Meadows called the meeting to order at 6:32 p.m.

**In Attendance:** Board members – Lynne Beeson, Scott Casper, Barry Hixson, David Killian, John May, Robyn Meadows, Matthew Point, and Averill Shepps. Patron Member Guest – Rick Zendarski.

### Review and Approval of December Minutes

**MOTION 1:** Barry Hixson moved to approve the December 9<sup>th</sup> minutes previously distributed. Averill Shepps seconded the motion. The motion carried unanimously.

### Review and Approval of Treasurer's Reports

**MOTION 2:** Scott Casper moved to approve the Treasurer's Report for November previously distributed. Barry Hixson seconded the motion. One abstaining. The motion carried.

**MOTION 3:** Scott Casper moved to approve the Treasurer's Report for December previously distributed. Matt Point seconded the motion. One abstaining. The motion carried.

### Review and Approval of 2025 Administrative Budget

Lynne reviewed the past budget history and projected costs for 2025. Reviewed projected name badge and business card expenses. Consensus that business cards will be provided for board members who want to use them. If members wish to underwrite card expenses a donation to the PWS is always an option. **Action item:** Lynne will email badge and card information to the Board for individual needs responses.

**MOTION 4:** Scott Casper moved to approve the PWS 2025 Operations Budget previously distributed. Matt Point seconded the motion. The motion carried unanimously.

### Newsletter and Website Update

**NEWSLETTER:** Lynne Beeson shared next **deadline of January 25<sup>th</sup> for February Wine Cellar issue** including articles for Syrah, Women in Wine, and Riesling events. **Action item:** **Everyone** is invited to email content suggestions for *From the Board* column to Robyn. These are usually non-event need to knows, nice to knows, or wine tidbits of interest to members.

**WEBSITE:** Lynne Beeson requested blogs for the website. **Action Items:** **Matt** will have a BYO restaurant review and a Wine Knowledge blog about his Napa visit. Other blogs to be added are: Archaeological Finds, Vittles and Vine, and Wine Worthy restaurant reviews. **Everyone** - please help out by volunteering and send to Lynne by January 25<sup>th</sup>.

### Board Orientation

Lynne reviewed Legal, Governance and Risk Management considerations for volunteer boards and specifics of how PWS structure, operations, and board member behaviors align with legal, fiduciary and ethical expectations. Future orientation segments will include Program Planning and Event Budgeting. Short group dialogue followed.

Robyn asked for input to future orientation session content. A website review was suggested and will be incorporated. **Action item:** Send additional orientation content suggestions to Lynne and Robyn by February 1<sup>st</sup> for inclusion in upcoming segments.

### **New Business**

- Matt mentioned board members' auction donation of 4 tickets to a future PWS event for Keystone Health Services Chocolate Ball Sat Feb 1<sup>st</sup>. **Contact Matt for additional information**, to attend, or bid on auction items.
- Matt updated on his Social Media work sharing that he's created a PWS presence on LinkedIn and placed several posts on Facebook. He's also posting weekly *Wednesday Wine Facts* every Wednesday for remainder of year. Thanks to Matt for all his efforts - greatly appreciated.

### **Adjournment**

Barry Hixson moved to adjourn the meeting. John May seconded the motion. Hearing no objections, President Robyn Meadows adjourned the meeting at 7:19 p.m.

**Next Meeting: Monday, February 10, 2025 at 6:30 p.m.**