

Minutes

Regular Meeting of the Board of Directors

Torch Club of Frederick, Maryland

October 24, 2019

I. Call to Order

President John Menke called the meeting to order at 7:30 PM.

No motions were made at this meeting.

II. Introductions

Self-introductions were made. In attendance were Pat Allen, Candy Greenway, John Hewetson, Claire Kondig, John Kondig, John Menke, Peter Michael, Ed Schoder, Frank Sledge and Jack Topchik.

III. Transition of Webmaster Duties

President Menke announced that, due to her caring for two incapacitated family members, Minh Tran has stepped down as the club's webmaster, and that past president Candy Greenway has agreed to take on the position and public relations coordination.

IV. Secretary's Report

Mr. Michael reported on the club's membership trends showing that for several years membership has held steady in the 70s, current membership of 78 is an apparent all-time high, and the Frederic Torch Club is the largest of Torch International's 68 clubs.

V. Treasurer's Report

Ms. Kondig provided a status report on 2019-20 dues paid and payable, showing normal intake based on the one meeting so far this fiscal year. (Dues are typically paid at meetings.)

VI. Attendance

Ms. Kondig provided the following table showing meeting attendance over the past four club fiscal years. (Averages by month and year were added.) Of concern is the 17% drop in average attendance during the last fiscal year. Long discussion theorized that an aging membership and personal circumstances were more likely causes than program, venue or food quality for the drop. As below, winter weather did not cause drops in these years.

	2015-16	2016-17	2017-18	2018-19	Average by Month
September	56	58	68	45	57
October	69	64	61	40	59
November	53	54	54	45	52
December	60	58	48	43	52
January	55	46	50	49	50
February	66	54	68	57	61
March	55	62	42	42	50
April	45	73	57	40	54
May	56	52	41	41	48
Average by Year	57	58	54	45	54

VII. Assignments

- Sledge and Greenway will update the club's brochure.
- Michael will add *Bulletin* wording on how to request to give a presentation.
- Michael will draft a member survey instrument.

VIII. Adjournment

The meeting was adjourned at 8.52 PM.

Respectfully submitted,

Peter H. Michael, Secretary