



**HUMBOLDT COUNTY BEEKEEPERS ASSOCIATION
BOARD MEETING MINUTES FOR APPROVAL
TUESDAY, 1 MARCH 2016**

Location: Conference Room, Humboldt County Agriculture Department, 5630 South Broadway, Eureka, CA 95501

Time: 6:00 pm

Board members: Jamie Bucklin, President (707-845-3362), (jamiebucklin@yahoo.com), Laurie Neville, Secretary (QMR_Bees@iCloud.com), Brad Woodward (707 496-9707); Justin Reeve (justinmreeve87@gmail.com), Melissa Lee Krein (Busymissybee@yahoo.com), Robin Gereck (bizzybawdy@yahoo.com),

Board members absent: Janelle Bucklin, Treasurer (mommy2anni@gmail.com)

Public members present: John Winzler, Linnette Woodward

Reference documents for this meeting: (1) Feb 2016 Meeting Minutes for approval, (2) Jan Board Meeting Minutes for approval (held over from Feb Board meeting) (3) Meeting Presentation Calendar worksheet (4) Swarm Response handout(s) (5) HCBA Profit and Loss and Balance Sheet

Action Items:

- 1. Review/approve agenda for this meeting:**
The Agenda (3/1/2016) for this meeting was approved.
- 2. Review/approve agenda for this meeting:**
Corrections, additions, approval of current meeting agenda (3/1/2016)
- 3. 9 January 2016 Board Meeting Minutes:** Approved as submitted (held over)
- 4. 2 February 2016 Board Meeting Minutes:** Approved as submitted

Items for Discussion

- 5. Public Comment** – Brief statement on Nielsen’s Feed carrying beekeeping supplies. President J Bucklin noted that the store was interested in information and/or support/advice from the HCBA/ on behalf of equipment, or other issues. Nielsen’s also invited HCBA to have a display at their grand opening – though it was noted that no one individual would be available to coordinate the display (weekend of 5-6 March 2016)lh
- 6. Treasurer’s Report (Presented by Jamie Bucklin on behalf of Treasurer, J Bucklin):**
As of 29 Feb 2016, total liabilities and equity equaled 5,979.23. Please refer to the HCBA Profit and Loss Statement and Balance Sheet for details on the HCBA expenditures/balances.

7. Insurance status update (Janelle Bucklin, Treasurer)

Janelle Bucklin provided an update on the process to resolve insurance issue for Association (Board, etc) and events liability Consultation with independent broker, Rob Schroeder Insurance provided the policy review. Ideally the treasurer plans to activate insurance policies with an effective date of 3/1/2016, to accomplish this, a 100% participation by all Board Members was needed for an electronic vote to be valid (Though a majority can make an action vote if all participate). The quotes and information were provided by email on 24 Feb 2016 and the board voted to support the following:

The quotes for D&O and general liability insurance were provided for review. The general liability policy was noted at \$500 for one year. The general liability policy at \$500.00 was accepted with unanimous and the quote is contingent on the following:

1. Provision of the five-year prior carrier loss run history; if no prior insurance a signed no loss letter from start of business to binding date. (partially completed No Loss Letter was provided)
2. If BeeFest is to include a bounce house; it must be vendor operated with tie downs.
3. Vendor to name our insured as an additional insured and “hold harmless waivers” should be signed.
4. Pre-check plan must be in place for schools; prior to visits for people with allergies to have an option. (Treasurer, Janelle Bucklin will draft letter for distribution to focal contacts at schools/clubs where presentations with live bees may occur)

In summary, the Board held an electronic vote on 24 February for the following insurance coverage:

1. The Board voted unanimously to purchase the general liability policy for \$500
2. The Board voted unanimously to purchase (D&O) policy – (Option: One million dollar D&O coverage, with the annual cost of \$885 premium expenditure)
3. The Board unanimously voted yes to both the General Liability Policy and the D&O with the amount of insurance expenditure for both policies totaling \$1385 for 2016.

8. BeeFest 2016 – Update on planning (Justin Reeve):

- a. The coordinator of BeeFest, Justin Reeve presented the current status of the event, and confirmed that the date at the venue, Bayside Grange will be Friday (evening), May 6 and Saturday, May 7 (Mother’s Day weekend), He noted that the first planning meeting was held and the second planning meeting held Saturday, Feb 13 at 4pm, unfortunately had only one volunteer in attendance (Lorna Brown) – they were able to discuss some issues. It was suggested that announcements for the meetings might be posted more frequently, and calling people might help with participation. Planning meetings will be held frequently at the Redwood Lily B&B, 955 12th St in Arcata. Justin will continue to announce these meetings via the HCBA Yahoo Group Listserve and FaceBook. There was some question about insurance coverage for the event.
- b. **Justin & Lorna soliciting Eureka Natural Foods to coordinate** promotion with HCBA/register round up day and noted that it would likely be held the week prior to “Earth Day” as it was last year. With Saturday being day with HCBA display (to be clarified)
- c. **Call for artists poster: deadline of March 31 suggested as too early.** And recommendation made to move the deadline date to April to give artists more time.

- d. **Lorna Brown has finalized the Art Show flyer/poster** “Call to Artists” to be circulated and posted around towns to encourage participation. The latest version includes monetary prize amounts of \$200 to first and \$100 to second place winners.
 - e. **The proposed initial budget** for 2016 BeeFest is **\$2500.00** (from 2/2016 Board meeting) – it will be circulated by email for approval with the Board.
 - f. **It was emphasized that for expenses such as printing of posters/flyers/buttons** that competitive bid be made to ensure best prices for services. The Central Office Copy print shop in Eureka are very competitive in pricing and should be considered in the bidding process.
 - g. **Media coverage:** In early May, closer to the event, the Secty. L Neville will set up interview for Justin Reeve and other persons with Katie Whitesides of KHSU – a 20 minute on air radio interview on BeeFest 2016. On the day of the event, Channel 3 News will be invited.
9. **The possiblilty of holding similar fund-raising events with grocery stores (The NC CoOps and Wildberries were mentioned)**, it was noted that these should not interfere or compete with the ENF event - It was suggested that National Pollinator Week in June might be good timing for these additional activities
10. **Swarm Response Plan/Swarm List management (Brad Woodward)**
- a. Brief review of the status of the revised Swarm List – Secretary L Neville will forward the current list that is posted on website (approx 45 individuals) to Brad for 2016 list revision.
 - b. A list of the public agencies” that should receive the Swarm Response/Recovery contact list and circulation/posting “Report a Swarm” handouts as well as a Guideline for Swarm Responders still needs to be determined and completed.

Action items for consideration at next Board Meeting (Tuesday, 1 March 2016)

- 1. **BeeFest 2016** – Event update, status of vendors, volunteers
- 2. **Identify/confirm special events and other activities** for participation (specifically community events, ENF, Fairs etc) where HCBA is represented with booth or educational materials, demo hive, etc. with initial timelines. (see ref doc “Events Calendar”) AND the materials needed for handouts (brochures, flyers, seeds, buttons etc)
 - a. **Outline and schedule workshops for 2016** Continue discussion on special topics: i.e. safe honey processing/handling, topbar building, fundamentals of beekeeping (2-day “Beekeeping 101” workshops etc.
 - b. **General Meeting presentation calendar Update** and continue advance planning for monthly meeting program (**booking guest speakers**, films, etc) and finalize seasonal beekeeping management issues. (see Meeting Presentation Calendar 2016 Worksheet)

3. **Media planning:** Address opportunities for community education using the media (Support local honey, gardening for pollinators, bee swarms, general bee issues etc)
4. **Status of organization of 2016 proposed activity budget** considering all events and planning in progress (Treasurer)

GENERAL MEETING SUMMARY – 1 March 2016

Location: Auditorium, Humboldt County Agriculture Department, 5630 South Broadway, Eureka, CA 95501

Title: “Beekeepers Perspective: Swarm Management and Recovery”

Total attendance: 53

Repeat members in attendance: 43

New members (first time at HCBA meeting): 10

1. Jamie Bucklin opened the General Meeting at 6:10 pm for the New Beekeepers Q&A
2. Justin Reeve announced BeeFest 2016 and encouraged sign ups for event volunteers – but no new signups. –
3. Brad Woodward presented a talk entitled: “The Beekeeper’s Perspective: Swarm Management and Recovery”
4. Brad and Linnette Woodward managed the Swarm Response/Recovery List signup from members in attendance. The fee of \$2.00 paid upon entry to the meeting established swarm list responders as HCBA members – which is required as per the current HCBA Bylaws.
5. The Woodwards also provided sign-ups for ordering package bees/queens.