

Parents, Families and Friends of Lesbians and Gays, NH

Minutes of the Meeting of the Board of Directors Havenwood Heights Auditorium, Concord, NH 19 April 2005

Call to Order

Roberta called the meeting to order at 18:36.

Directors present: Roberta Barry, Lisa Hartley, Louis Hobbs, Margie Lindsley, Carol Perkins, BarbieAnn Rounds, Gordon Sherman, Gayle Spelman, Pat Storer, Jeremy Winnick

Directors absent: Kit Carter, Alicia Maggio, Marianne Storer

Minutes of Prior Meetings

Lisa **moved** to accept the minutes of 2/22 as written. BarbieAnn seconded. Passed unanimously. Roberta reminded Jeremy to send the minutes to Carol and Margie next year for pre-approval.

Chapter Reports

Plymouth

Carol reported that the Plymouth chapter this month was attended by a couple of her regulars; it was a support meeting.

She also reported on events that she attended at Plymouth State University and Laconia High School, including correspondence that she held with the LHS principal.

Concord

(via e-mail from Cy Sherman) Eight adults attended the [March] meeting including one new woman. She explained that her son had come out to her years before and she had accepted him. For some reason she felt drawn to come to this PFLAG meeting and offer her support to others. One intersex person who had attended several meetings opened up and told about her struggle to deal with her problems.

(Margie) Margie noted that the April meeting was excellent, with 18 people in attendance. She was approached by some youth who want to start a GSA. The meeting went from support to advocacy. She will be at NEC this week, representing PFLAG there. Half the money raised will come to PFLAG-NH; other half will go to the Matthew Shepard Foundation. She noted her son Matt graduates from Northeastern next week.

Lakes Region

Louis went to UNH for NH Tree and did a workshop on self-injury. RuPaul was there too. He and Gayle attended Plymouth's "Beyond Tolerance" event and hosted a workshop on PFLAG-NH.

Upper Valley

BarbieAnn is still working on setting up meetings with churches to encourage communications. She noted that she will miss the May meeting. She noted that the chatter coming from the far right is escalating and that there will be plenty more e-mails from her in the near future.

Keene

Roberta reported on the award presentation evening and promised to e-mail her speech to the council.

She also wrote a letter to Rebeccah congratulating her on her ordination.

Speaker Bureau

Lisa discussed her various speaking engagements, including a personal conversation with RuPaul at the UNH event.

Roberta reported having had speaking engagements at Keene State, UNH, the Samaritans, NH Tree, and a Safe Schools fundraiser at Top of the Prue.

Roberta asked everyone to submit their event and speaking engagements via the Website interface. When she returns from a trip to Washington, she will compile the submitted data and generate statistics, which she must complete by May 21.

Business

Brochure

Gayle submitted corrections for the main brochure.

BarbieAnn noted that she has the master and submits the brochure in PDF format to Jeremy. Jeremy noted that he immediately uploads the latest brochure to the Website.

Database Committee Report

Pat showed everyone the new format of the database on the PFLAG-NH laptop and described the content of each of the fields. The fields include a National ID number, chapter ID number, primary name, partner name, address, e-mail address, phone number, expiration date, dues paid, dues sent to National, dues sent to State, dues kept by chapter, and additional comments. Pat explained that the comments provide a way to identify supporters, speakers, charter members, etc.

Pat asked that each chapter send precise dues information so that she can track how the dues are divided. Roberta distributed an updated membership form and discussed how to use it. Roberta noted that any changes to a member's information must be made on the form; these can be sent once a year to National.

BarbieAnn urged everyone get Open Office (free from openoffice.org) since it has an Access database reader.

Treasurer's Report

Gordon distributed copies of the last bank statement. The balance is \$1448.85, which does not reflect payment made for the last Verizon bill.

Roberta reported that PFLAG-NH was the recipient of Johnson & Johnson stock, donated by someone who asked that we cash it in and make use the funds. The value of the gift is \$1290.75.

Roberta noted that another \$250 restitution check from Cheryl has arrived for a total of \$500.

Case Update

Roberta noted that she's learned a great deal about the legal end of this business. She distributed a letter of apology from Cheryl and the subsequent reply by Wayne Coull, Deputy County Attorney. He thanked us for the victim impact statements. She noted that the sentencing has been postponed until May 26.

Pat recognized that we've been lucky with respect to the almost non-existent press coverage of this case.

Roberta reported that we have been fined another \$50 by the NH Department of Employment Security because they have no record of us paying the original fine.

Carol reported that she's been in contact with the IRS due to FICA payments from 2002 that were never made.

Roberta reported that she wrote a letter to Kim Reid thanking her for tipping us off to Cheryl.

Spring Members Meeting

Roberta noted that the following reports are needed for this meeting:

- State of PFLAG-NH (Roberta)
- Financial statement (Gordon & Carol)
- Yearly reports from all chapters
- Safe Schools/Speaker Bureau (Margie)
- Other

Roberta gave preview of her State of PFLAG-NH report. Gordon reported that the Havenwood auditorium has been secured and that coffee, decaf, and tea will be donated. Lisa offered to arrange for cake and soda. Roberta noted that the meeting will be from 1-4pm and will not be a potluck.

Roberta noted that a letter of explanation/invitation for the Spring meeting will be sent by the first week in May. She read the final draft of the letter, which was written by the database committee during their meeting. The council discussed the logistics of getting this printed and mailed. Jeremy offered to provide directions to the Spring Meeting on the Website, and to update the letter with the Havenwood meeting location address and an indication to go to the Website for directions.

Membership/State/Federal Filing Requirements

Roberta noted that National is sending old rosters to the chapter chairs. National wanted corrections to these by January, but is giving us extra time. Roberta discussed the mechanics of updating the data and reporting it to National. She distributed an example letter that needs to be sent to contributors for their tax purposes.

She warned that each chapter has its own Employer Identification Number (also known as a tax ID number):

- Keene 95-3750694 (same as National's)
- Plymouth: 02-0522150
- Seacoast: 02-0445281

These are all the numbers Roberta has so far; National will send the rest. She noted that the Attorney General's office is using Seacoast's EIN for PFLAG-NH, so Roberta recommended that if the chapter doesn't have an EIN, it

should use that one. She noted that individual chapter EINs are not recorded with the State (AG's office).

Carol asked if membership itself was tax deductible. Roberta noted that it is, since members do not receive goods or services with their membership, and the costs associated with the newsletter don't count.

Roberta reminded the chapters that they must file a report with the State of NH by the end of the year. This reporting requirement comes around only once every 5 years and is necessary in order to maintain our 501(c)(3) status. She noted that the form can be filled out online, but there's a \$25 fee, which can only be paid via credit card online. Roberta suggests that the chapters instead call 603.271.8200 and request the paper form, or retrieve the form from <http://www.sos.nh.gov/corporate/>. Each chapter must use their chapter business ID; this will be on the reminder postcard sent by the state.

Roberta will clarify later whether financial statements need to be filed with National after September 30 or after December 31. Lisa suggested that National will likely need the information by January 1 so that it can meet its own filing deadline, probably April 15.

Pat suggested that we host a workshop with the chapter treasurers once we figure all this out.

Lisa recommended that we create a packet documenting what forms we need, how to fill them out, and help us keep up with all these rules. Roberta said that such a packet is currently being created.

Washington Trip

Roberta previewed her next project, a 59-page document detailing all the GLBT-related bills before Congress. She will soon be in Washington talking to Senators. She asked for family photos that she can bring with her. She wants to introduce the bureaucrats to real people.

Miscellaneous

- Roberta distributed a CD with lots of curriculum material on it from the "From Our House to the State House" project.
- Margie reminded everyone to use the In-Kind donation form when making non-monetary donations to PFLAG-NH. Margie asked if we could add the In Kind Donation form on the Website. Jeremy agreed.
- Roberta noted that our entry in the Gay Lifeline still shows our old address. She's working with Mandy to get our info updated.
- Gordon noted that the helpline is still getting good usage, and he thinks it's worth keeping on all the time since it's saving lives.
- Jeremy offered to update the "Growing Up" brochures with the latest information.

Adjournment

BarbieAnn **moved** to adjourn. Lisa seconded. Passed unanimously. Meeting adjourned at 21:01.

Respectfully submitted,
Jeremy Winnick, recording secretary