**Pine Tree Guide Dog Users**

**Quarterly board meeting Minutes**

Wednesday, February 1, 2023

President Pauline Lamontagne called the meeting to order at 6:34 PM.

Roll Call

Present:

Pauline Lamontagne, President.

Leona McKenna, First Vice President.

Gil Whitmore, Second Vice President.

Merrill Barter, Treasurer.

 Linda Porelle, Secretary.

Sadie Donnell, Director.

Christina Brino, Director.

Ginger Kutsch, Director.

Members absent:

Patty Sarchi, Director.

Additional members present:

Carolyn Bebee, Stephen Kapantais

Additions to and adoption of proposed meeting agenda.

Pauline suggested having the discussion about the white cane awareness event before the review and discussion of the proposed budget.

Membership dues will also be discussed.

Sadie moved and Ginger seconded to rearrange the agenda as suggested.

The motion passed unanimously.

Our newest member, Steve, introduced himself, noting that he lives in Salem, MA and summers in York, ME. His guide, Fritz, comes from The Seeing Eye.

Meeting minutes for November 2022 - Ginger Kutsch.

Motion to approve meeting minutes as distributed to the board.

It turns out that a motion is not needed if no additions or corrections are presented for consideration.

The minutes were accepted unanimously.

Treasurer's report - Merrill Barter.

Ginger suggested that the money allocated for a banner for an educational program be identified instead as material for public relations.

In addition, donations and membership dues received online should be listed separately.

Ginger moved and Gil seconded the motion to accept the treasurer's report as distributed to the board with the suggested changes.

The motion passed unanimously.

Ratification of three motions passed by email.

Email motion made on November 15 2022

Sadie moved to pay up to $200 for PTGDU's new web master, Jeff Tintle of thrive, to begin replacing the membership plug with a less expensive membership application.

The email motion was seconded and passed unanimously.

Motion to ratify:

Linda moved and Ginger seconded to ratify the motion, which passed unanimously.

Email motions made on January 18, 2023:

Gil moved to spend up to $75 for additional web development to create a shorter form for members to use when renewing their membership.

The email motion was seconded and passed unanimously.

Ginger moved and Linda seconded to ratify the motion, which passed unanimously.

Gil moved to spend up to $75 for web maintenance training for Steve Lambert to be provided by our current web developer.

The motion was seconded and passed unanimously.

Lee moved and Gil seconded to ratify the motion, which passed unanimously.

Discussion of proposed white cane awareness walk in October 2023.

Lee shared an update about her meeting with Jessica Siderio, Director of Development and Communications at The Iris Network. Lee's understanding is that The Iris Network wishes to collaborate with other blindness organizations to primarily increase pedestrian safety awareness, recruit members to participate at the walk, assist with fundraising for the event, and to host their own booth for a "one-stop" resource fair on the day of the event. After the meeting, Lee met with Pauline and Sadie to discuss what resources PTGDU might be able to contribute to the event. Sadie shared that the group felt that PTGDU was not in a position to assist with fundraising but that PTGDU could certainly help to spread the word about the event and its purpose; help recruit participants; and staff an informational table at the walk. The board readily agreed with these recommendations. Christina said that she would like to see the name of the walk to be more inclusive of guide dog handlers. Sadie agreed and said that, as a member of The Iris Network's White Cane Walk committee, she would bring up the topic at their next meeting. (Lee and Cheryl Peabody also serve on The Iris Network's White Cane Walk committee.)

Ginger moved and Lee seconded the motion that PTGDU become a participant in the iris network's White Cane Walk.

The motion passed unanimously.

Discussion and approval of 2023 PTGDU budget.

Ginger sent a proposed budget by email earlier today.

(See attached proposed budget)

Ginger proposed holding a spring or early summer social event to celebrate our ability to meet again in person. One suggestion was to hold the event at Fort Williams in June.

Merrill moved and Sadie seconded the motion to approve the proposed budget with the $500 addition for a summer gathering.

This allotment could be used for the white cane walk if a summer event is not in the offing.

The motion passed unanimously.

Highlights from Committee reports -

(See separate email containing full reports.)

The white cane awareness project was discussed earlier in the meeting.

Membership report:

As part of the membership report, Carolyn suggested that PTGDU representatives could potentially attend a statewide meeting of service providing agencies and could also consider attending a conference of ophthalmologists which will occur in Bar Harbor in September.

Scholarship report:

Leona reported that the Patricia Ellis Scholarship Fund has a current balance of $1700. The committee will be meeting to review all of the documents associated with this project.

Web site report:

Gil reported that we are now using Forminator as our payment option for new members. Some initial accessibility concerns will be resolved in February. Steve Lambert will receive additional maintenance training from our new web developer, Jeff Tintle. The team will also create a separate process for membership renewal.

Public relations and publications report:

Ginger reviewed activity on our facebook page. We have 147 likes and 185 facebook followers.

Pauline and Sadie participated in 2 recent speaking opportunities.

Our monthly news update is shared with members, disability groups and non-profits, and others interested in PTGDU.

New business -

The board considered adding officers and board contact info to the website. It was decided to keep the current listing of positions without including names or personal email addresses.

The May board meeting was set for May 3.

Consideration of an outside event Ginger Kutsch.

This item was presented earlier in the meeting as part of the proposed budget discussion.

The issue of membership dues was brought up again. It was decided to keep the dues at $20 even though the GDUI annual dues from each affiliate have been decreased.

ACB 2023 convention update - Linda Porelle.

There was no time at the end of a two hour meeting for this item.

President Lamontagne adjourned the meeting at 8:45 PM.

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