

# NAWCC Board of Directors Meeting

June 5–6, 2007

## Chattanooga Marriott at the Convention Center Chattanooga, Tennessee

### *Minutes*

Upon due notice, had and received, the Board of Directors of the National Association of Watch and Clock Collectors, Inc. met on June 5–6, 2007 at the Chattanooga Marriott at the Convention Center, Chattanooga, Tennessee.

#### **Board Members Present for all or part of the meeting:**

Frank A. Del Greco	Chair, Director
Bruce S. Bazelon	Director-Elect
William R. Bryan	Director-Elect
C. David Collard	Director-Elect
Renee D. Coulson	Director-Elect
Philip C. Gregory	Director
Craig H. Grosby	Director
John S. Hubby	Director-Elect
Peter Klein	Director-Elect
Gary Landis	Director
Thomas W. McIntyre	Director
Joanne S. Orr	Director
Myron J. Mintz	Legal Counsel
J. Steve Humphrey	Executive Director

#### **Guests Present for all or part of the meeting:**

Gene Bagwell	Past President
Tom Bartels	Member
Pat Bryan	Member
Bill Curtin	Member
Mike Dempsey	Member, Education Committee
Judy Draucker	Past President
Roger Gendron	Member, Library Collections Committee
Jack Heisler	Member, Education Committee
Beth Hubby	Member
Dr. Deborah L. Irvine	Member
Mary Landis	Member
Cora Lee Linkenhoker	Member
Robert Linkenhoker	Member
Fortunat Mueller-Maerki	Member, Library Collections Committee

Sparky Ann Riddle	Member
Fred Tischler	Member, Education Committee
Pam Tischler	Member, Education Committee
Sharon Van Vorous	Member
William Ward	Member, Library Committee

### **Call to Order – Tuesday, June 5, 2007**

With a quorum established, Chair Frank A. Del Greco called the meeting of the Board of the National Association of Watch and Clock Collectors, Inc. to order at 8:35 a.m. The Chair welcomed those present and announced that the first order of business would be the appointment of an Acting Secretary until such time as the election of officers was concluded. He further announced that Legal Counsel Myron J. Mintz would be arriving later on Tuesday, June 5, 2007.

Introductions were made individually by Members of the Board and guests present.

Chair Del Greco announced the procedures for the elections. He further stated that guests would have the opportunity to speak to the Board at the end of the meeting.

**MOTION:** Made by Director-Elect Bazelon, Seconded by Director Grosby: That the appointment of Judy Draucker as Acting Secretary of the NAWCC 2007-2009 Board of Directors be ratified. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Gregory, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

Chair Del Greco commended Judy Draucker for her service totaling twelve years as a member of the NAWCC Council and Board of Directors.

Chair Del Greco read a letter received from Nominating and Elections Committee Chair Doug Cowan certifying the election of William R. Bryan (TN), Renee D. Coulson (TN), and John S., Hubby (TX) for four-year terms to the Board of Directors and of Hugh C. Overton, Jr. (MO) for a four-year term to the Nominating and Elections Committee.

**MOTION:** Made by Director Orr, seconded by Director Bryan: To enter Executive Session for the purpose of discussing the candidates for election. Motion defeated. Voting yea: Bryan, Coulson, Hubby, McIntyre, Orr. Voting nay: Bazelon, Collard, Gregory, Grosby, Klein, Landis.

Chair Del Greco conducted the election of officers for the term of the 2007-2009 Board of Directors.

**ELECTION OF CHAIR:** Nominations having been received via electronic meeting for the position of NAWCC Board Chair are: Philip C. Gregory (TX) and John S. Hubby (TX). The Chair asked for additional nominations from the floor. None were received. The successful candidate, by vote of a secret ballot, was Philip C. Gregory (TX).

**ELECTION OF VICE CHAIR:** Nomination having been received via electronic meeting for the position of NAWCC Board Vice Chair: C. David Collard (TX). Mr. Collard requested that his name be removed from nomination. Director Orr nominated John S. Hubby (TX) for the

position of Vice Chair. The Chair asked for additional nominations from the floor. None were received. The vote, taken by secret ballot, resulted in John S. Hubby (TX) being declared the successful candidate.

**ELECTION OF TREASURER:** Nomination having been received via electronic meeting for the position of NAWCC Board Treasurer: Peter Klein (FL). The Chair asked for additional nominations from the floor. None were received. The vote, taken by secret ballot, resulted in Peter Klein (FL) being declared the successful candidate.

**ELECTION OF SECRETARY:** Nomination having been received via electronic meeting for the position of NAWCC Board Secretary: Gary Landis (AL). The Chair asked for additional nominations from the floor. None were received. The vote, taken by secret ballot, resulted in Gary Landis (AL) being declared the successful candidate.

Outgoing Chair Del Greco thanked the Board for their work during his term as Chair.

A motion for a recess was made by Chair Del Greco, seconded by Vice Chair-Elect Hubby, and approved. The recess was called at 9:00 a.m.

The meeting was reconvened at 9:15 a.m. with the Chair Philip C. Gregory presiding.

Chair Gregory welcomed the new Board and made some introductory remarks. He stressed the following:

- The association has many challenges, which will be addressed.
- The Board will establish an acknowledged purpose.
- Educational offerings need to be expanded.
- Need to streamline and simplify the NAWCC Bylaws and Standing Rules.

**MOTION:** Made by Vice Chair Hubby, seconded by Director Collard: That Myron J. Mintz, having agreed to serve in such capacity, be and is herewith appointed NAWCC Legal Counsel for the term of the present Board (2007-2009), as provided in the Standing Rules Article III, Section 3. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**Executive Director's Report: Humphrey**

Mr. Humphrey reported on Headquarters activities, including newly hired staff members. An organizational chart was presented.

**Treasurer's Report: Klein**

Treasurer Klein reported on the financial condition of NAWCC. Financial information will be made available to the membership by request to NAWCC Headquarters. The audited financials are also available on the NAWCC website:

<http://www.nawcc.org/headquarters/members/docs.htm>

**Committee Reports:** Reports were received from committee chairs of the following committees concerning their committee's activities and accomplishments: Awards, Bylaws & Procedures, Convention, Crafts, Publications, Education, Ethics, Finance, Library Collections, Membership and Publicity, Museum Collections, Nominating and Elections, Program, Research, Ward Francillon Time Symposium, and Web & Technology.

**MOTION:** Made by Director Del Greco, seconded by Director Grosby: That the Standing Rule Article IX, Section 4, be deleted. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

The intent of this change was to remove the temporary status restriction previously placed on the Educator position.

**MOTION:** Made by Vice Chair Hubby, seconded by Director Collard: That the Board approve a revised Chapter Operations Manual, as attached, to provide for improved chapter operations, reporting of financial information to chapter members, and to conform with the changed provisions of the Bylaws and Standing Rules since the merger in 2004.

Following discussion, this motion was withdrawn in favor of a subsequent motion to be presented by Director Del Greco.

The Chair requested an Executive Session for the purpose of discussion concerning the process and issues for selecting committee chairs. Following agreement by the Board, the Executive Session was called at 9:45 a.m.

The meeting was reconvened at 11:45 a.m. Chair Gregory reported that no decisions were reached in the Executive Session.

**MOTION:** Made by Director Del Greco, seconded by Director Grosby: I move that all chairs of standing committees be provided with written guidance and expectations. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**MOTION:** Made by Director Bryan, seconded by Director Bazelon: That in order to avoid any appearance of impropriety, a Field Suitcase Workshop Instructor or member of the immediate family, if such Instructor is elected or appointed to the Board, shall be ineligible to continue as a compensated Field Suitcase Instructor (other than reimbursement of ordinary and necessary expenses); provided, however, that during the term of the affected Instructor or immediate family member on the Board, an annual review will be made by the Board whether to permit continuation of such services for no more than the ensuing twelve (12) months by a determination of no less than two-thirds (2/3) of Board members eligible to vote that such services are necessary and exclusively in the best interests of the Association and its members. Motion defeated. Voting yea: None. Voting nay: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Klein, Landis, McIntyre. Recused: Gregory, Hubby, Orr.

A recess for lunch was called at 12:15 p.m.

The meeting was reconvened at 1:00 p.m.

**MOTION:** Made by Director Klein and seconded by Director Del Greco: After review by the Finance Committee, I move that the investment guidelines and policy statements for each of the endowment and investment accounts be accepted. Further, that Merrill Lynch is to continue as our investment advisor. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**MOTION:** Made by Director Del Greco and seconded by Director Bazelon: Additional categories of membership for Timekeeper members have been created as shown in Attachment 1. The Executive Director is responsible for implementation. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**MOTION:** Made by Director Del Greco and seconded by Director Collard: That Article XV Section 1 of the Standing Rules be amended to incorporate a new class of membership in the NAWCC, to be known as Contributing Members. Further, that the Executive Director be authorized to develop the number and type of membership levels or categories in this class, contribution amounts required, and recognition and benefits provided, for separate approval by the Board according to the Bylaws Article VI Sections 2 and 3.

The proposed text for the amendment is as follows, other sections to be renumbered as required:

**(d) Contributing Members (*Added June 5, 2007*)**

Contributing Members shall consist of individuals and business or corporate entities that are interested in providing financial support for the NAWCC over and above the normal cost of annual dues. The number and type of membership levels or categories in this class, contribution amounts required, and recognition and benefits provided shall be developed by the Executive Director for separate approval by the Board. The Executive Director shall be responsible for implementation.

Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**MOTION:** Made by Director Del Greco and seconded Director Collard: That additional categories of membership for individual members as shown in the accompanying table (Attachment 2) be created within the class of Contributing Members as provided in Article XV Section 1(d) of the Standing Rules. The Executive Director is responsible for implementation. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**MOTION:** Made by Director Collard and seconded by Director Del Greco: That the Board approve the creation of a Development Committee reporting to the Executive Director, for the purpose of developing and implementing a Development Plan for NAWCC. Further, that the Standing Rules Article VII Section 3 and Article XIX Section 2 be amended for this purpose, as

shown in Attachment 3. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**MOTION:** Made by Director Collard and seconded by Director Klein: That Steve Humphrey be and is herewith appointed Chairman of the Development Committee, with immediate effect. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**MOTION:** Made by Director Del Greco and seconded by Vice Chair Hubby: That the Nominating and Elections Committee Chair, at his discretion, may add nonvoting members as adjunct advisors to his committee to provide increased regional-based searches for future elected and appointed Board and Nominating and Elections Committee candidates. Motion Approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

Regarding the 12 goals that were derived from the Strategic Planning Meeting held in 2005, each Board Director was asked to champion one goal. Each Director summarized his/her written report. Subsequent comments were forthcoming by other directors. A few of the highlights are:

- Consider creating an eBay store online.
- Reviewing a group insurance approach for members,
- Encourage expansion of children's programs.
- Need to develop a plan to promote an international collaboration program.
- Encourage international chapters. Currently have chapters in six countries.
- Must improve communication among board, staff, and membership.

The meeting was recessed at 5:30 P.M., to be resumed at 8:30 A.M. on June 6, 2007.

### **Wednesday, June 6, 2007**

Having ascertained the presence of a quorum, the NAWCC Board of Directors' meeting was reconvened by Chair Gregory at 8:30 a.m.

The continuation of the Strategic Champion Reports given by the board members occurred. The following are highlights of these reports:

- Will establish a public relations campaign to communicate the purposes of the strategic plan to the membership.
- Will establish methods for improving communications to the members at all levels.
- Will highlight and continue to stress the benefits of being an NAWCC member.
- Will establish and clarify policies and procedures at all levels and committees.
- Assist chapters in achieving healthy administrative functions by establishing levels of goal attainment.
- Develop a five-year program for traveling exhibits after they have been shown at the museum.
- Instigate a Boy Scout merit badge in Horology.

- Review possibilities of partnering with other hobby groups.
- Web-based or on-line education should be developed (eLearning).

The Strategic Plan should incorporate the Museum Plan and further development will be forthcoming, including revisiting our stated major goal of accreditation for the museum.

**MOTION:** Made by Director Del Greco, seconded by Director McIntyre: In order to facilitate better communications with chapters with regard to improving chapter operations and meeting Board requirements, that the current draft of the Chapter Operations Manual be returned to the Membership and Publicity Committee for revision, along with specific written guidance from the Board. Director Del Greco shall be responsible for collecting and organizing suggestions and recommendations from Board members and for seeking Board approval of those guidelines prior to submission to the Membership and Publicity Committee. The end result of this effort is expected to be two or more official documents for use by chapters, to be approved by the Board. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: none.

A recess for lunch was called at 12:15 p.m.

The meeting reconvened at 1:00 p.m.

The regional schedule was distributed to the Board members and they were asked to submit their preferences for representing the Board to Chair Gregory by email.

**MOTION:** Made by Director Del Greco and seconded by Director Landis: That the North Coast Regional may hold its 2008 Regional Meeting on March 7-9, 2008. Motion Defeated. Voting yea: None. Voting nay: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr.

**MOTION:** Made by Director Del Greco and seconded by Director Klein: That in the future, any request to hold Regionals on a concurrent date with another Regional shall be handled by the Convention Committee without restriction. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**MOTION:** Made by Director Bazelon and seconded by Director Orr: That in the absence of an updated Convention Handbook, the Board of Directors authorizes the Convention Committee to resolve the conflict of having concurrent Regionals held by the North Coast and Lone Star in the best interest of both organizations without restrictions. Motion approved. Voting yea: Bazelon, Bryan, Del Greco, Hubby, Klein, Landis, Orr. Voting nay: Collard, Coulson, Grosby, McIntyre.

**MOTION:** Made by Vice Chair Hubby and seconded by Director Del Greco: That the Board approve an amendment to the Standing Rules Article XV, Section 6 (c), to permit Regional and National Conventions to hold public events as part of their schedule, such events to include at least one full day for Members followed by the public day or days; further, that any Regional or National Convention that schedules such an event is required to comply with the provisions

stated in the revised Standing Rules and such separate policies and procedures as may be approved by the Board to apply to all NAWCC conventions.

**MOTION:** Made by Director Del Greco and seconded by Bazelon: To table the previous motion. Motion to table approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None

A general discussion led by Director Klein was held regarding the subject of endowments. The Board of Directors agreed that the future of NAWCC lies with increased endowments. If a non-profit is successful, it can become financially stable by establishing large endowments and using the return to sustain the organization. The Financial Committee will evaluate opportunities and possibilities by reviewing a variety of different fundraising activities. A feasibility study will be conducted.

A copy of the FY 2007 audited financial report was provided by Director Klein to each member of the Board. He indicated that copies would be available upon request by NAWCC members, and the report will be posted on the NAWCC website:  
<http://www.nawcc.org/headquarters/members/docs.htm>

**MOTION:** Made by Vice Chair Hubby and seconded by Director Del Greco: That the Board establish a special committee for the purpose of determining NAWCC's best approach for future national conventions, said committee to be known as The National Convention Task Force, to be chaired by Director Gary Landis, with other members to be selected by the Committee Chair. A report to be presented by the Committee to the Board at the December, 2007 meeting with further direction to be given by the Board at that meeting. Motion approved. Voting yea: Bazelon, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None. Absent: Bryan.

**MOTION:** Made by Director Del Greco and seconded by Vice Chair Hubby: That the Convention Committee procedures as presented by the Convention Committee Chair be approved. Motion Approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

**MOTION:** Made by Director Klein and seconded by Director Orr: That the National Convention Policies and Procedures be updated during the first quarter of 2008 after the Special Committee's review of the convention activities is completed. Motion approved. Voting yea: Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, McIntyre, Orr. Voting nay: None. Abstained: Bazelon, Klein, Landis.

Chair Gregory announced that the next physical meeting of the NAWCC Board is tentatively scheduled for December 8-9, 2007, at the NAWCC Headquarters in Columbia, Pennsylvania.

An informal session was held to receive comments from the audience. The following members made comments: Roger Gendron, Fortunat Mueller-Maerki, Judy Draucker, Bill Curtin, and Mike Dempsey.



Ward Francillon Time Symposium Committee Chair Judy Draucker distributed information on the 2007 Symposium, scheduled for October 24-26 in York, Pennsylvania, and requested support from the Board and members present.

The Chair requested an Executive Session for the purpose of discussion of a Board member appointment to the Nominating and Elections Committee. Following agreement by the Board, the Executive Session was called at 4:30 p.m.

The meeting was reconvened at 5:15 p.m. Chair Gregory reported that no actions were taken in Executive Session.

**MOTION TO ADJOURN:** Made by Director Bazelon and seconded by Director Klein. Motion approved. Voting yea: Bazelon, Bryan, Collard, Coulson, Del Greco, Grosby, Hubby, Klein, Landis, McIntyre, Orr. Voting nay: None.

The meeting was adjourned at 5:20 P.M.

Respectfully submitted,

Gary Landis,  
Secretary

Attachments (3)

# ATTACHMENT 1

## CATEGORIES OF TIMEKEEPER MEMBERSHIPS

### INDIVIDUAL TIMEKEEPER MEMBERSHIP LEVELS

- **Individual Member: \$30/year**
  - o Standard membership
    - > Free individual Museum admission
    - > Invitations to special events
    - > 10% gift shop discount
    - > Library pick-up borrowing privileges
    - > Museum e-newsletter
    - > ASTC privileges
    - > Additional admission tickets at \$4 each
    - > Membership card
- **Family Member: \$45/year**
  - o Standard member benefits, plus:
    - > Museum admission for up to four per day
    - > Invitations to special events
- **Contributing Member: \$100/year**
  - o Family member benefits, plus:
    - > 4 Museum guest admission tickets
    - > Annual recognition in eNewsletter
    - > Invitations to special events
- **Sustaining Member: \$500/year**
  - o Family member benefits, plus:
    - > 10 Museum guest admission tickets
    - > Annual recognition in eNewsletter
    - > Annual recognition posted at museum
    - > Invitations to special events
- **Supporting Member: \$1,000/year**
  - o Family member benefits, plus:
    - > 25 Museum guest admission tickets
    - > Annual recognition in eNewsletter
    - > Annual recognition posted at museum
    - > Invitations to special events

## **BUSINESS TIMEKEEPER MEMBERSHIP LEVELS**

- **Business Member: \$100/year**
  - o Business membership
    - > 10% gift shop discount
    - > Discounts on special programs
    - > Museum e-newsletter
    - > 10 Museum admission tickets
    - > Additional museum admission tickets at \$4 each
    - > Invitations to special events
    - > Recognition in eNewsletter
    - > Certificate of membership
  
- **Contributing Corporate Member: \$250/year**
  - o Standard Business membership, plus:
    - > Certificate of membership
    - > 16 Museum admission tickets
    - > Annual recognition posted at museum
  
- **Sustaining Corporate Member: \$500/year**
  - o Standard Business membership, plus:
    - > Certificate of membership
    - > 25 Museum admission tickets
    - > Annual recognition posted at museum
  
- **Supporting Corporate Member: \$1,000/year**
  - o Standard Business membership, plus:
    - > Framed certificate of membership
    - > 40 Museum admission tickets
    - > Annual recognition posted at museum
  
- **Sponsoring Corporate Member: \$2,500/year**
  - o Standard Business membership, plus:
    - > Up to three full memberships
    - > Framed certificate of membership
    - > 60 Museum admission tickets
    - > Annual recognition posted at museum
    - > 2 hour use of museum meeting facilities

## ATTACHMENT 2

### CATEGORIES OF CONTRIBUTING MEMBERSHIPS

#### INDIVIDUAL CONTRIBUTING MEMBERSHIP LEVELS

- **Sustaining Individual Member: \$150/year**
  - o Standard member benefits
  - o One Associate membership
  - o National donor reception
  
- **Supporting Individual Member: \$250/year**
  - o Standard member benefits
  - o One Associate membership
  - o National donor reception
  - o Level recognition button or pin
  
- **Providing Individual Member: \$500/year**
  - o Standard member benefits
  - o One Associate membership
  - o National donor reception
  - o Level recognition button or pin
  - o Recognition at national events and the museum
  
- **Sponsoring Individual Member: \$1,000/year**
  - o Standard member benefit
  - o One Associate membership
  - o Level recognition button or pin
  - o National donor reception
  - o Chairman's event at national
  - o Recognition at national events and the museum
  - o Framed award or plaque
  - o One NAWCC memberships to give as a gift
  
- **Perpetuating Member: \$2,500/year**
  - o Standard member benefits
  - o One Associate membership
  - o Level recognition button or pin
  - o National donor reception Chairman's event at national
  - o Recognition at national events and the museum
  - o Framed award or plaque
  - o Two NAWCC memberships to give as gifts
  
- **Foundational Member: \$5,000/year**
  - o Standard member benefits
  - o One Associate membership
  - o National donor reception
  - o Chairman's event at national
  - o Level recognition button or pin
  - o Recognition at national events and the museum
  - o Individual recognition plaque
  - o Framed award or plaque
  - o Three NAWCC memberships to give as gifts

## ATTACHMENT 3

### STANDING RULES AMENDMENTS TO CREATE AND IMPLEMENT A DEVELOPMENT COMMITTEE

#### ARTICLE VII. COMMITTEES

##### Section 3. Operational Committees *(Amended June 5, 2007)*

The Board shall establish Operational Committees that will report to the Executive Director. The Board may change the reporting relationship of these Committees to become Functional Committees if deemed appropriate. Board members who serve on these Committees do so as individual members and not as representatives of the Board.

##### **(a) Development Committee** *(Added June 5, 2007)*

The Development Committee is responsible to work with the Executive Director for development and implementation of the Development Plan as directed in Article XIX Section 2(a).

##### **(b) Education Committee**

The Education Committee is responsible for developing and maintaining the Field Suitcase Workshop Program, and for finding authors to write the Practical Repair and Restoration articles for the Bulletin.

##### **(c) Membership and Publicity Committee**

The Membership and Publicity Committee will be responsible for the following:

- 1) Receiving and evaluating petitions for the formation of new Chapters, and recommending approval or rejection to the Board.
- 2) Evaluating the status of existing Chapters and recommending appropriate action for dormant Chapters.
- 3) Developing and maintaining a Chapter Handbook, to be approved by the Board and included in the Operations Manual.
- 4) Providing guidance to Chapter operations.
- 5) Developing and implementing membership recruiting and retention programs.
- 6) Assisting in publicity matters.

##### **(d) Program Committee**

The Program Committee is responsible for the development of horological program material in support of the NAWCC's educational purposes.

##### **(e) Publications Committee**

The Publications Committee, in conjunction with the Editor, will be responsible for formulating editorial policy subject to approval by the Board. The committee will also oversee the publication of the Bulletin and MART.

##### **(f) Research Committee**

The Research Committee is responsible for managing research activities and cooperating with the Publications Committee in publication of the results.

##### **(g) Web and Technology Committee**

The Web and Technology Committee is responsible to work with the Executive Director for development and implementation of a Technology Plan. Such plan will include but not be limited to development and maintenance of the NAWCC web presence, and maintaining current technology in operations in Columbia.

## **ARTICLE XIX. RESOURCE DEVELOPMENT**

### **Section 2. Staff and Committee Responsibilities *(Amended June 5, 2007)***

#### **(a) Development Plan**

As part of the annual planning and budget cycle, the Development Committee working with the Executive Director will prepare a Development Plan for review and approval by the Board. Such plan will include both earned and unearned income sources for current and long term financial support of NAWCC activities, including but not limited to the annual appeal, corporate sponsorships, endowments, grants, planned giving, and other sources of funds.

#### **(b) Staff Support**

Under the leadership of the Executive Director, designated staff as appropriate will work in support of the Development Committee and the Board to implement the Development Plan, and to identify and pursue new funding initiatives and potential sources of donations, grants, and earned income.

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