

**National Civil War Association, Incorporated  
Combined Administrative Board and Unit Board  
Minutes**

**Date:** July 21, 2018

**Time:** 11:25 a.m.

**Location:** Round Table Pizza, Benicia, CA

**Call to Order:** 11:25 a.m.

**Roll Call:** Present were: Karen Groom, Charles Kenyon, Robert Allen, Skott Borello, Mike McKinsey, Kevin Groom, Marcello Pontin, Mike Sanders, Stephen Senishen, Jon Nickerson-Tremayne, Jane Beckman, Andrew Crockett, Dennis Main, Lynn Ashby, Becky Thompson, Don Christie, and Melani Van Petten.

**Approval of Minutes:** The minutes of the meeting of April 7, 2018, were approved unanimously.

**Approval of Agenda:** The agenda for July 21, 2018, was approved unanimously with two additions.

**President's Report:** Jon Nickerson-Tremayne said that next year is looking good, with a possible new event at Half Moon Bay in November, possibly Veteran's Day, which would make it a three-day event. He said that Mike Sanders would report on Marysville. Jon suggested that we need a couple of locations near Sacramento, to make up for the loss of Gibson Ranch. He said that an event at Uncle Tom's Cabin, in the foothills, was already confirmed for August 18, 2018, and that the site is rustic, with plenty of trees. He congratulated Skott Borello for setting this up, and Mike Sanders for his work on Marysville. Kevin Groom said that there is a park in Ione that would be a good site, and said he would get the contact information.

**Vice President's Report:** Jane Beckman said that the event at Angel Island went well. She said only 46 people officially signed in with the Park, but that there were many more signed up for food. She thanked Jon for his work in feeding us. She said there has been no further progress on the February Ball in Petaluma, as we are waiting for Jon to confirm a date, and that we will get the Masonic Hall site for free because of Jon's connections as a Mason. She noted that a lot of new event sites are being investigated.

**Treasurer's Report:** Andrew Crockett thanked Jon and Jane for all their work on setting up new events, as we need more events for the club to return to solvency. He said he had been working with several friends who are also accountants, redoing 2 ½ years of bookkeeping that needed revision. He said that since 2016, fundraising and donations were down, and suggested that if we have good conversations with interested people at events, we should take the opportunity to ask them to consider a donation. He said that we had spent \$5,500.00 on the website, and noted that he personally had donated

\$2,000.00 to make up for some of that. Andrew said that if we got even as much as \$500.00 to start a new event, it would establish a precedent for asking for more money later. He said that black powder expenses had dropped, but that we should not consider cannon bounties until the club has more money. He said that we have assets in the form of the info tent and the sound system, and that we could generate some income by renting the sound system to other organizations. He said that we need to bring down the cost of event facilities such as portapotties, and that we need more advertising and fundraising outreach. He said the new website will include a provision for making monthly donations, and noted that Jon had donated the extra money collected for food at Angel Island, and that Jon and Melani Van Petten have been donating printing expenses. Amazon Smile donations were also encouraged. Andrew said that he plans to train Marcelo Pontin to take over as treasurer as soon as possible, and then resign the position himself and spend his time completing the new website, which will cost around \$500.00 a year to run.

Andrew said that the units currently can't withdraw money from their accounts, as this would put the club in the red. He said that the current balance in the checking account is \$4937.93.

**Secretary's Report:** There are currently 447 total members, of whom 168 have renewed for 2018. It was observed that many people wait to renew until just before they plan to attend an event. Jon suggested that we reinstitute incentives for early renewal.

#### **Committee Reports:**

**Planning Committee:** Jane Beckman said that she has been looking at several possible new sites, and that Marysville is looking good. Mike Sanders will discuss that in detail.

**Webmaster:** Andrew asked for help in getting the new site completed, observing that it is only content that needs to be added, and no technical skills besides turning on the computer and using Word were really required. He said that he needed several people to help with this, and Jane, Melani and Dennis Main volunteered. A training session has been scheduled for August 6. It was observed that having several people who could update the website would be good.

**Marketing:** Dennis Main observed that when people post things to the Facebook page, they should make sure that the posts can be shared.

**Safety:** Lynn Ashby said that at Duncan's Mills, there had been difficulty in getting visitors and other unauthorized people to clear the camps and the battlefield before battles. She pointed out that reenactors who are not participating in the battle need to be in period clothing if they stay in camp. A need for provost duty before battles was noted.

**First Aid:** No report.

**Rules:** Dennis Main observed that the statement “we follow all PACWR safety rules,” had still not been added to the website.

**PACWR:** Dennis Main said that Skott Borello will attend the next PACWR meeting in August. He said that the new Release of Liability form has still not been approved by all organizations, and that the equestrian rules on the safety test have been lost somehow. Jane said that she had found copies. Karen Groom asked that an official answer sheet for the safety tests be provided. Dennis said that would be done.

**Break:** 12:47—12:54 p.m.

### **Old Business:**

**Marysville:** The event will take place September 21-23, 2018. Mike Sanders said that RACW passed it on to us because they couldn't afford the insurance, and will run it jointly with us. He described the terrain as “a poor man's Gibson Ranch,” with some features of interest. He said we will be renting what is known as the “arena” for \$100.00, with a \$1200.00 cleaning deposit, so don't leave a mess. He said he expects to have to clean the bathrooms himself, and please bring bedding instead of straw, so he won't have to rake it up. We will decide on the number of portapotties when we have numbers for the school day, and there is also a permanent bathroom. There will be 12 stations for the school day, and the kids will be charged \$3.00 apiece, which he said is really cheap for a field trip. Last year there were around 700 kids. He said that RACW usually had a banner strung across the road for advertising, but that it would cost \$200.00 for the space, as well as the cost of the banner, so we wouldn't do that. Above-ground fires are required, and the fire department will inspect. He got the town to agree that we wouldn't need police support, since we have a high percentage of retired and active duty police and military among our members. Mike said his base of operations would be the Union hospital tent. Skott Borello said he could donate firewood, and Mike will also solicit donations from Home Depot, etc. He asked that Jon email him a letter authorizing him to do so. There is drinking water on-site. Mike said the event would get better and better as time went on.

**Website:** See above.

**Tres Pinos:** Becky Thompson said she needs the contract and insurance certificate ASAP. She said that for the school day we need to mix up the civilians and military, as last year they were in separate loops, and one group of kids got only civilian and the other got only military presentations. She also needs a headcount of presenters, so hot dogs can be provided. She said she can coordinate the civilians but needs an NCWA coordinator for the military, and Jane Beckman agreed to do it. Becky said that the individual units need to bring their own wood and drinking water. She said that portapotties would cost \$750.00 for six regular and two handicapped, and that she would solicit donations from sutlers and local merchants to cover it. She said there will be no charge for use of the dance hall, and that the NCWA can run the bar as a fundraiser. After some discussion, it was decided that the Admin Board would decide later whether to sell only soft drinks, or

beer as well. Becky said that the sutlers had previously made donations to the park, often in kind. Jon thanked her for all her hard work.

### **New Business:**

**Cash Basis Accounting:** Andrew said that this system was much simpler and would enable nearly anyone to successfully take over the job of Treasurer. He proposed a resolution (see attached) to adopt this system, and the motion was seconded and passed unanimously.

**Uncle Tom's Cabin:** Jon thanked Skott Borello for setting up this event, August 18-19. He said that the greatest club asset is each other. Jane said the site is in the Sierras, and is a historic logging bar. It was stated that the event doesn't need an insurance certificate, as they have commercial insurance. After some discussion, it was proposed that the site hosts give us a written statement that the NCWA would not be liable. Skott Borello said he would see to this. He said it would be a small event, similar to a tactical, but open to the public.

**Flo:** We need to have Flo appraised before we can do much of anything with her, and the paperwork has to be sent to Richard Henkus so he can get his tax deduction. She is not in very good condition as a result of neglect, and needs work. Kevin Groom observed that she is also expensive to fire, and Jon said the club would buy a case of black powder for her. He said someone is needed to care for her and haul her around. Andrew observed that if we sold her, it would provide a couple of years of operating expenses for the club.

**Budget:** A motion was made, seconded, and passed unanimously to adopt the proposed budget.

**Merchant Fees:** It was proposed that sutlers be charged a flat fee of \$25.00 to set up at an event. There was also discussion of charging by the square foot. The issue was tabled until the next meeting.

**Announcements:** There were no announcements.

**Next Meeting:** The next meeting will be Saturday, October 13, 2018, at 11:00 a.m. at Round Table Pizza in Benicia, CA.

**Adjournment:** The meeting was adjourned at 2:00 p.m.