

MMSCC Board of Directors Meeting

October 21, 2025

The meeting was brought to order by President Silvio Calabi at 2:01 pm in the upstairs conference room at OHTM. In attendance: Silvio Calabi, Ed Schultz, Ed Avis, Sarah Rheault, Ian Marshal, Albert Aniel, Bob McKay, John Freeman and George Silvestri. Absent: Sam Surprise.

Minutes of 9/16

The minutes of the BoD meeting on 9/16/2025 were unanimously approved.

Quick recap

The meeting covered financial updates including dues collection and administrative matters, with discussions about transferring funds, training additional members for financial roles, and implementing new payment reminder processes. The group addressed website and event management concerns, including declining traffic, guest visibility settings, and potential scams, while also exploring membership growth strategies and logistics for managing larger groups. Plans were discussed for upcoming trips and events, including museum programs and tech talks, along with board member transitions and the need to increase female representation in leadership roles.

Financial Updates and Membership Dues

The meeting focused on financial updates and administrative matters. John reported that 51 members had paid their dues for the next year, totaling \$2,040, but noted that only 24% of the membership had responded. The group discussed the need to transfer funds from Cheddar Up to the MMSCC checking account, with Ian expressing concern about interest rates and the importance of having a backup person trained on financial management and the duties of Treasurer.

Financial Oversight and Audit Proposals

John Freeman proposed conducting a board review of financials every 1-2 years, rather than full accounting-firm audits every 3 years, and suggested forming a committee including a CPA to conduct these reviews. Also discussed was the club's insurance

coverage, including officers and directors liability policies. John committed to researching the club's legal requirements for non-profit financial audits and reporting.

Membership Payment Process Improvements

John discussed the payment reminder process for dues, suggesting a two-email approach with a formal statement from the treasurer following a preliminary email from Silvio. Thereafter, only members with outstanding payments to be contacted. Silvio mentioned he would be away in early November but would schedule the emails in advance.

Website Traffic and Event Trends

George discussed the decline in web traffic and event RSVPs, attributing it to the end of the driving season. He noted that while the website still receives 200-300 monthly visitors, Google and AI bots contribute to this traffic. George also mentioned the popularity of event registration, fall foliage tours, and other website features. He shared experiences with marketplace ads, including a potential scam involving a spoof buyer, and suggested informing members about common scams.

Guest Visibility and Event Registration

George explained the process for guest visibility on the club's website, emphasizing the need for members to sign in and set their profiles to public to ensure their names appear when checking event attendees. He noted that while it might be beneficial to default profiles to public, it should remain an individual choice. George also discussed the possibility of forcing a sign-in before event registration, which he will investigate further. Silvio shared insights from another club's sponsorship model, suggesting it could be a future consideration for the club, though he noted potential challenges with tax-exempt status.

Club Membership and Event Planning

The focus was on managing growth and logistics. It was agreed to maintain organic membership growth rather than actively recruiting. A membership cap of 250-300 may become necessary to address practical challenges like restaurant capacity and parking. The discussion also covered strategies for managing large group events, including splitting participants into smaller groups and Silvio mentioned restaurant sponsorships to cover venue costs.

Club Events Logistics Planning

This included the need for re-gathering points, larger venues to accommodate growing membership, communication devices such as walkie-talkies (Ian pointed out that two-way radios helped keep the group together on the recent club reconnaissance trip to Quebec) and options for managing larger groups, such as renting tents for outdoor gatherings. Ian shared his experience with a new fire extinguisher that offers long-lasting protection and discussed its potential benefits for club events and personal vehicles.

Fall Luncheon Venue

John suggested a list of restaurants that can accommodate larger groups, including the Montsweag Roadhouse, Reunion Station, and various seafood restaurants, evaluating factors such as parking, seating capacity, and previous experiences. It was agreed to create a formal list with restaurant names, contact information, and details about their event spaces, which would help committees plan future gatherings. The BoD also discussed offering buffet menus or limited menu options for large parties, with a suggested price point of around \$30 per person.

Quebec and Vermont Tour Plans

Albert discussed plans for two upcoming tours, to Quebec tour and Vermont. For Quebec, he suggested a 4-day itinerary departing from Bethel, Maine, with accommodations at the Clarendon Hotel in Quebec City, where underground parking is available. The group agreed to propose this trip to members by December 15th, with a potential cost of \$800-\$1200. For Vermont, Albert proposed a springtime 2-3 day tour departing from North Conway, avoiding the Kancamagus Highway traffic, with potential stops including Simon Pierce glass studio.

Tech Talks

Silvio reported that Bud Woodworth (OHTM board member) and John Botero (OHTM Director) support the Tech Talks series but details need to be worked out.

Museum Program and Board Planning

The board discussed plans for a museum program, with Silvio expressing concern about the museum's timeline and suggesting they might need to take a more proactive

role. They explored the possibility of hosting events at Squire Motors, with Silvio and Albert planning to visit soon to discuss logistics and topics.

Ed Avis announced he would be taking a break from the board due to his new role with a historical society, and the board discussed potential new members to fill the vacancy and the need to increase female representation on the board and in committees.

There being no additional business, Ed Schultz moved to adjourn at 4:00pm. Ian seconded the motion which passed unanimously. The next meeting will be on November 18.

Next Steps

Silvio to send out a reminder email to members about dues renewal in the first week of November.

John as Treasurer to follow-up with formal reminder email about dues.

George to update the website with instructions on how to sign in for events.

Silvio and Albert to visit Squire Motors on October 26 to discuss hosting a Tech Talk in January.

John to send Silvio the login information for the Cheddar Up account.

John to train someone as a backup for the treasurer role.

Silvio to send out an email to members about board openings and committee opportunities.

John to check if the club's checking account earns interest.

John to find out if non-profits have a legal requirement for outside CPA reviews.

Event Committee to call Kennebec Tavern about hosting the November lunch.

Events Committee to compile a formal list of restaurant venues with contact information and capacity details.