

**The Herb Society of America**  
**Board Meeting, February 27, 2016**  
**Agenda**  
**Webinar**

Saturday, February 27, 2016 9:00am EST – 3:00 EST		
Susan Liechty	Introductions and agenda items	9:00
Lin Lange	<ul style="list-style-type: none"> <li>FY 17 Budget</li> <li>FY 16 - 3rd Quarter</li> <li>Ad hoc Finance Committee summary</li> </ul>	2 hours
President	<ul style="list-style-type: none"> <li>Board Meeting – Call to Order</li> <li>Acceptance of Minutes - Fall 2015 Board Meeting Minutes</li> <li>Acceptance of Winter 2016 board reports</li> <li>Proposal from ad hoc committee for cost reduction</li> </ul>	15 minutes
Executive Director	<ul style="list-style-type: none"> <li>Strategic Plan Updates</li> <li>Headquarter Updates</li> </ul>	30 minutes
Vice President	Operating Manual Updates Treasurer Job Description Finance & Operations Committee Draft HSA Donations Policy Investment Sub-Committee Members At Large Fund Guidelines Draft-Awards Committee Awards Program Information And Description Nomination And Election Policy Draft HSA Library Proposal Draft Membership Program Draft Business Membership Draft Membership Renewal Guidelines Revised New Unit Formation Guidelines  Approval of 2016-2018 Honorary HSA President	30 minutes
Treasurer	FY 16 3rd Quarter Financials FY 17 - Budget	30 minutes
Secretary	<ul style="list-style-type: none"> <li>Firespring Update for website</li> </ul>	15 minutes

	<ul style="list-style-type: none"> <li>• Top Content on Website</li> <li>• National Newsletter Statistics</li> <li>• Herbal Bytes Statistics</li> <li>• Website Statistics</li> <li>• Facebook Data</li> </ul>	
Botany & Horticulture	Updates GreenBridges	10 minutes
Publications	Updates	5 minutes
Development	Update Annual Appeal totals	10 minutes
Membership	<ul style="list-style-type: none"> <li>• Report from Katrinka</li> <li>• Business members/MAL's report from Pat Sweetman reported by Susan</li> </ul>	10 minutes
Education	<ul style="list-style-type: none"> <li>• Asheville 2016</li> <li>• Little Rock 2017</li> <li>• Webinars</li> <li>• Grants</li> </ul>	20 minutes
Past President	Nominations: <ul style="list-style-type: none"> <li>• Award pin Proposal discussion</li> </ul>	10 minutes
Membership Delegates	Report of Membership Delegate Meeting	5 minutes
Full Board	Preparation of board meeting highlights	20 minutes
President	Announcements <ul style="list-style-type: none"> <li>• Asheville Information</li> </ul> <b>Adjournment</b>	5 minutes