

BRANDYWINE CRUCIBLE, INC.

DIRECTORS' MEETING

TYSONS CORNER RETREAT

LAMPASAS, TEXAS

3 JUNE 2022

President and Chair Joe Cox called the meeting to order at 3:00 P.M. Directors present were Gary Sutton, Janice Jenkins, Connie Birth, and Joe Cox, who held proxies from Lisa Sullivan (work commitment) and Mary Burnett (illness). A quorum was present.

The minutes of the June 4-5, 2021, directors' meeting was reviewed and approved unanimously. Motion to approve was made by Connie Birth and seconded by Janice Jenkins.

Gary Sutton presented the treasurer's report for treasurer Joeen Sutton. As of 31 May 2022, the Brandywine bank balance was \$4,605.47, with some deposits to be made and some checks to be written for reunion and annual meeting expenses. Janice Jenkins moved to accept the treasurer's report, seconded by Connie Birth, and the report was unanimously approved by directors present and voting.

Under Old Business, the board discussed the DNA project, with Chair Joe Cox mentioning that he and DNA project chair Margie Elkins Romine had discussed the possibility of having the entire four-person DNA committee come to our 2023 annual meeting and reunion to give a comprehensive report on what the committee has accomplished over the past three years or so, no comprehensive in-person report having been given since Les Sutton relinquished the chairmanship several years ago.

Also under Old Business, the directors briefly discussed the activation of the Brandywine PayPal account whereby individuals can pay dues, make donations, and register for the annual meeting and reunion on-line. The board expects that the ability to pay on-line will lead to more dues-paying members and donors. In discussing the Archives and Publications project, the board discussed the need to add new members to replace others who can no longer contribute to this project. Committee Chair Gary Sutton will actively recruit several new members. Under this project, it was mentioned that the committee is searching for a family history collection established by Annie Cox Weaver of Lubbock, now deceased. Former board member Bettye Cox Wallace thinks that someone associated with Lubbock Christian University might have the collection of know what happened to it. Chair Cox has asked family member Kent Towns of Lubbock to attempt to locate this collection. Connie Birth suggested that we might advertise for the collection in the Lubbock newspaper. The board also discussed the added responsibility of this committee to screen manuscripts and stories submitted for posting to the website (and possibly the newsletter) for privacy issues, e.g., personal information about living persons, etc. Finally, In reviewing the Archives and Publications project, Chair Garry Sutton reported that family history book "We are the Branches" by Les Sutton been reprinted and is available for sale by Brandywine. The desirability of reprinting Ada Stump's book "John Cox and Mary Harlan" was also discussed. While a few copies are still in our inventory, additional copies will be

needed for sale. Connie Birth suggested – and all present agreed – that it would be good to list our books for sale on the Brandywine website. Janice Jenkins then suggested that we advertise our other merchandise (T-shirts, pins, caps, etc.) on the website, and again all present agreed that this should be done., the board briefly reviewed the Long Meadows Cemetery and Archaeology project, the Military Pictures project, and the Historical Markers project.

To conclude considerations of Old Business, Chair Joe Cox raised the issue of the escalating cost of mailing out reunion and annual meeting notices (three pages) The cost for the 2022 mailouts amounted to almost one thousand dollars; That figure covers printing (\$533.22) and first class postage (\$452.40), first class postage being used to keep our mailing/address list current with returns for bad addresses being received much quicker than what would be with a non-profit postage permit. The board discussed using first class postage only for those members for whom we do not have email addresses and emailing those for whom we do have email addresses. We could resume the mailing of post cards mid-year with miscellaneous information for our members as the mechanism for keeping the mailing list current at a considerably lower cost. A related action would be a systematic effort to increase the email addresses on file. After an extended discussion, the board decided to postpone action and consider the matter at our board organizational meeting for Saturday afternoon, 4 June 22, when more directors were expected to be present.

Under New Business, Chair Cox presented a list of proposed nominees for board membership to be voted on by the membership on Saturday, 4 June. Terms were expiring for three incumbents, Marty Burnett, Janice Jenkins. and Dave Turner. Marty Burnett and Janice Jenkins have consented to be nominated for another term; Dave Turner does not wish to be nominated again because of personal considerations. Stephen Taylor of Oklahoma has agreed to be nominated in Dave's place. Further, director Debbie Brewer Cox has resigned because of personal considerations, with two years remaining on her term. Nancy Borum, newsletter editor, has agreed to be nominated in Debbie's place. These nominees were acceptable to the board for submission to the membership at Saturday's meeting.

Also under New Business, the meeting site was discussed briefly to be discussed again at Saturday's board meeting with more directors present.

Finally, under new business, the group discussed the recruitment of a new manager of the Family History Data Base, one of the key resources/functions/activities of Brandywine, along with the website and the newsletter. Debbie Brewer Cox has resigned from that position, and Stephen Taylor is considering accepting it. He needs some information from Debbie about the specific responsibilities and how much time might be required, etc. Chair Cox has asked Debbie to communicate with Steve, and Steve has also contacted her with his contact information and stated his need to discuss the issue with her.

The meeting then was suspended at 4:44 P.M., to be resumed on Saturday afternoon after the general membership meeting.

The meeting resumed at 4:30 P.M. on Saturday, 4 June 2022, with President and Chair Joe Cox calling the meeting to order, with those directors present at Friday's meeting in attendance joined by Lisa Sullivan and Marty Burnett. The first order of business being to elect officers, current officers Joe Cox, Gary Sutton, Lisa Sullivan, and Joeen Sutton were elected as president and chair, vice president, secretary, and treasurer respectively.

The board then discussed projects for 2022 23 and dates for submitting budget estimates to treasurer Joeen Sutton. **Officers and committee/project chairs are to submit budget requests by 15 July, with the treasurer submitting a draft budget to the board by 15 August 2022. The board to approve the budget by 31 August 2022.** One major issue impacting the budget was the question of whether to continue to mail reunion and annual meeting notices/schedules by first class U.S mail to email or to email to those for whom Brandywine has email addresses, an item initially discussed at the 3 June meeting. After discussing the matter again with additional board members present, the board voted unanimously to adopt the policy of emailing the notices to those for whom we have email addresses and sending the remainder by first class mail. Along with this change, Brandywine will make a major effort to increase its email address list and large eliminate such first- class mailings over time. Also, after discontinuing the practice for a year, we will resume sending out informational post cards by first class mail, which will serve to communicate with our members and also to identify outdated addresses. The cards will be sent out in late March/early April of each year. Carolyn Williams will do this.

The board then discussed alternative meeting sites, since it appears that our annual meeting and reunion will outgrow the capacity of Tyson's Corner and Retreat as the event returns to pre-pandemic attendance. The chair was asked to evaluate another event center in the area. The board also discussed returning to the city-owned Hostess House in Hancock Park in Lampasas when that site's scheduled remodeling and upgrading has been completed, probably in another year. The board understood that we may have to return to Tysons Corner for another year.

There being no other business, the board adjourned until a previously agreed upon Zoom meeting to be held shortly after 1 January 2023.

Respectfully submitted,

Lisa Sullivan, Scretary