

## **Final INPS Special Board Meeting Minutes, September 19, 2014**

The meeting of the Board of Directors of the Idaho Native Plant Society was held September 19, 2014 via conference call commencing at 3:00 p.m. MDT with the following underlined board members participating: President, LaMar Orton; Vice-president, Stephen Love Treasurer, Elaine Walker; Secretary, Alan Crockett; Member-at-Large, Mel Nicholls, Past-President, Janet Benoit; Past Secretary, Nancy Miller; Calypso, Derek Antonelli; Loasa, Kelvin Jones; Pahove, Karie Pappani; Sawabi, Bob McCoy; Upper Snake, Rose Lehman; White Pine, Sonja Lewis; and Wood River, Carol Blackburn. Paul Shaffer, the Web Master, was also on the conference call.

At the start of the conference call, Janet Benoit raised a concern regarding the possible hacking of the INPS web site and the compromising of member information. After some discussion, it was concluded that while it is possible that someone could hack the site, there is no private information to be obtained so hackers would have little interest in our site. PayPal handles our financial transactions and has procedures to protect member credit card information.

LaMar Orton commenced the special board meeting by indicating that Bob McCoy has been looking at membership software systems to simplify membership tracking. Bob developed a list of inputs and outputs needed and sent them to a few board members with only Elaine Walker responding. Several different approaches can be taken including having Paul Shaffer custom design a system, purchasing a commercial system such as Apricot and using freeware modified by Paul. Some of the requirements are that each chapter must have access to and be able to modify information on their members and that Board members have access and be able to modify all memberships. The cost of commercial software may range from \$70 to \$100 or more per month. Elaine thought that we should consider paying for a commercial system so we would always have access to ongoing software support. However, the consensus of opinion was that INPS cannot afford such an expense.

The system should be able to automatically load membership information into the database from a membership application submitted via PayPal. That information would be shown as unverified until someone approved the application and ensured that funds were received. There should also be an automatic welcoming email letter generated acknowledging receipt of the application and reiteration of the information submitted in the application. For members joining via cash or check, membership information would have to be entered manually into the database and the same automatic email letter generated. One purpose of the welcoming letter would be to verify the membership application information.

Paul offered that he could migrate the current membership table to a new system of his design and noted that we already have an inexpensive system in PayPal for handling credit card membership applications. Paul offered to initially develop a list of system requirements which would then be reviewed and modified by Bob, LaMar, Steve Love and Elaine.

Steve moved and Derek Antonelli seconded a motion for INPS to internally develop a data management system with Paul to do the design and development. A voice vote was held and the motion approved. Further discussion indicated that approval includes a go-ahead to implement a new system.

A question was raised as to whether a new annual meeting web page could be added to the web site. Paul said that would be no problem and Bob will be able to post information on that page as plans for the 2015 annual meeting develop.

The next quarterly meeting rescheduled to October 30, 2014 at 7:00 p.m. MST and 6:00 PST.

The meeting concluded at 3:51 p.m. MDT.

Respectfully submitted,

Alan B. Crockett

Secretary, INPS

September 20, 2014

Revised September 28, 2014