

Marin County Beekeepers Association

Board of Directors Meeting Minutes (Unapproved)

Date: July 23, 2026

Time: 6:30 p.m.

Location: Zoom (Virtual Meeting)

Directors Present

- Paul Reulbach (Acting Chair/Secretary)
- Dana Pepp
- Gary Denison
- Jim Lawson
- Justin Strom

Absent: Tom (excused)

A quorum was present.

1. Call to Order

Acting Chair Paul Reulbach called the meeting to order at 630 p.m.

The Board agreed to continue managing meeting length by establishing a target meeting duration and scheduling continuation meetings when necessary for unfinished business.

2. Approval of Previous Minutes

The Board reviewed the minutes of the June 4, 2026 Board Meeting.

Motion: Dana Pepp moved to approve the June 4, 2026 Board Meeting minutes.

Second: Jim Lawson.

Vote: Motion carried unanimously.

Action: The approved minutes will be finalized for submission to U.S. Bank as documentation confirming Gary Denison's appointment as Treasurer.

3. Ratification of July Board Actions Conducted by Email

Because no formal Board meeting was held earlier in July, the Board reviewed actions previously approved electronically.

The Board acknowledged the following actions:

- Acceptance of President-elect Robert's withdrawal of his candidacy prior to assuming office.
- Acceptance of David Potofsky's resignation as Secretary prior to the beginning of his term.
- Recognition of the outstanding success of the Marin County Fair and formal appreciation to Dana Pepp and all volunteers.
- Approval of the annual Log Cabin lease providing for twelve monthly membership meetings (approved July 6, 2026).
- Approval of general liability insurance covering meetings held at the Log Cabin, including naming the facility as an additional insured under the Association's \$1 million liability policy (approved July 8, 2026).
- Receipt of Gary Denison's proposal regarding Directors and Officers Liability Insurance for future consideration.
- Receipt of Justin Strom's educational programming proposal for future budget review.

Motion: To ratify all Board actions previously approved by email during July 2026.

Second: Recorded.

Vote: Motion carried unanimously.

4. President Vacancy and Election Process

The Board discussed communication with the membership regarding the vacancy created by the withdrawal of President-elect Robert.

Board members agreed that communication should:

- Be transparent and factual.
- Encourage member participation.
- Open nominations to all eligible members.
- Avoid speculation regarding the resignation.

Paul Reulbach stated he would accept a nomination if submitted through the regular nomination process but agreed no candidate should receive preferential treatment.

Following discussion, the Board agreed that the announcement should be distributed before the August membership potluck.

The Board established the following tentative schedule:

- Membership announcement distributed immediately.
- Nominations accepted through **August 7, 2026**.
- Voting to follow the close of nominations.
- Results announced prior to or at the September membership meeting.

Motion: Authorize distribution of the membership announcement opening nominations for President.

Second: Justin Strom.

Vote: Motion carried unanimously.

Action Items

- Paul Reulbach will prepare the announcement.
 - Jim Lawson will distribute the announcement to the membership.
 - Election dates and voting instructions will be included.
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5. Membership Engagement

The Board discussed continued efforts to rebuild participation by welcoming former members and volunteers while maintaining an open and inclusive organizational culture.

Ideas included recognizing experienced members, encouraging renewed participation, and continuing transparent governance practices.

No formal action was taken.

6. Treasurer's Report

Treasurer Gary Denison presented a comprehensive financial report summarizing Fiscal Year 2025–2026 and the beginning of Fiscal Year 2026–2027.

The Treasurer reported that Association assets totaled approximately **\$22,000**, including a **\$10,000 Certificate of Deposit**, placing the organization in a strong financial position.

The report included detailed monthly income and expense summaries, historical comparisons, and preliminary budget information.

Discussion included:

- Membership income received by check, PayPal, and Venmo.
- Member payments exceeding annual dues and whether excess amounts should be treated as charitable contributions.
- Recognition that the Association is a 501(c)(3) nonprofit organization and may acknowledge charitable gifts.
- Potential of equipment being named by a donor or GoFundMe.
- The importance of building future budgets using historical operating data rather than estimates.
- Improving monthly financial reporting through additional comparative information.

Board members unanimously praised the Treasurer's report for its clarity, transparency, and organization.

Recommendations included:

- adding prior-year actual comparisons to future reports;
- distinguishing one-time expenditures from recurring operating expenses;
- separately identifying donations and membership dues where practical; and

- continuing the current reporting format.

Motion: to accept the current formatting of MCBA Budget - Dana Pepp

Second: Jim Lawson

Vote: Motion carried unanimously.

Motion: To increase the educational budget to \$2400 - Jim Lawson

Second: Dana Pepp

Vote: Motion carried unanimously.

Motion: Give Gary approval limit to approve expenses up to \$200 prior to board approval.

Second: Jim Lawson

Vote: Motion carried unanimously. (Gary abstained)

Motion: To approve the 2027 FY budget with increase in educational funding - Paul Reulbach

Second: Dana Pepp

Vote: Motion carried unanimously.

7. Equipment and Capital Planning

The Board discussed the condition of Association-owned honey extraction equipment and future replacement needs.

Topics included:

- Repair of existing extractors.
- Long-term replacement planning.
- Incorporating equipment replacement into the annual budget.

The Board agreed equipment planning should become part of the annual budgeting process.

No formal action was taken.

8. Educational Programming

Justin Strom presented preliminary ideas for expanded educational programming.

Discussion included:

- Monthly educational presentations.
- In-person and virtual programming.
- Recruitment of guest speakers.
- Development of an annual educational calendar.
- Budget requirements for speaker honoraria and related expenses.

The Board expressed support for expanding educational opportunities while maintaining fiscal responsibility.

9. Directors & Officers Liability Insurance

Gary Denison presented information regarding Directors and Officers Liability Insurance.

Discussion included:

- Protection of Board members.
- Coverage levels.
- Estimated premiums.
- Budget implications.

The Board agreed additional information should be obtained before making a final decision.

Action Item: Paul Reulbach will provide additional information and recommendations at a future meeting.

Motion: To approve the D&O insurance

Second: Jim Lawson

10. Community Outreach

- Spring is our busy time.

- Need additional volunteers to accomplish goals.
 - Put together wish list of current and potential volunteers.
 - Marin County Fair was 30 hours.
 - Photos from community press on website.
 - Create a presentation for public presentations.
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11. August Membership Potluck

The Board reviewed plans for the August 6 membership potluck.

Discussion included:

- Attendance expectations - RSVP to Justin
- Facility capacity.
- Member participation.
- Opportunity to encourage leadership involvement and introduce prospective Board candidates.

Justin Strom will coordinate the event and send out email to the BUZZ. RSVP to Justin.

12. Governance

The Board reaffirmed its commitment to:

- Transparency in Board operations.
- Consistent communication with members.
- Accurate documentation of Board decisions.
- Strong financial stewardship.
- Positive organizational culture.
- Regular monthly Board meetings - 3rd Thursday of the month.
- Paul will send out dates.

Board Retreat scheduled for September 10, 2026 at Dana's house at 6pm.

13. Swarm List

- Develop Terms and Conditions to be included on the swarm list.
- Responsibilities of members who participate and respond to inquiries.
- Discussed THE BUZZ and cleaning this list to members only.
- Need Vector Control and paid bee removal people listed on the website if not honey bees.

Paul Reulbach to develop a draft and present to the board.

14. Hive Dives

- Member benefit
 - Consider charging for hive dive in the future
 - Monthly event
 - Charge owner for any treatment supplied
 - Keep hive dives in Marin County
 - Engage volunteer for hive dive RSVPs
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15. Housekeeping items

- Storage of MCBA materials - Paul will store in Novato - arrange time to meet with Dana and Justin to collect materials.
 - Resource Library at meetings - Jennifer Berry has historical materials. Justin and Paul to collect from Jennifer.
 - Need a volunteer to bring materials to monthly meetings.
 - Use marinbees.org to access board docs on Google workspace.
 - Discuss YouTube channel at next board meeting - Justin
 - Refreshments at member meetings
 - Member swag
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There being no further business, the meeting was adjourned. Respectfully submitted,

Paul Reulbach

Secretary

Marin County Beekeepers Association