



Business Meeting #1 Minutes
Ikebana International
North and Central American Regional Conference - Dallas, Texas, USA
October 29, 2019

The meeting was called to order at 8:01am CST.

Sandra Prachyl, Conference Co-Host Chair and President, Fort Worth Chapter #38, welcomed the assembled members and asked anyone with a question during the course of the meeting to please use the microphones located in the aisles and be sure to state their name and chapter before asking their question. She then turned the meeting over to Patricia O'Reilly.

Patricia O'Reilly, Conference Chair, welcomed everyone to Dallas and expressed her hope that everyone had an enjoyable time at the conference opening dinner the previous evening. She then introduced the Business Committee present at the meeting:

Miho Okawara, President, Ikebana International
Magdalena Tamura-Reid, Business Chair (Toronto Chapter #208)
Stephanie Tomiyasu, Parliamentarian (Kamakura Chapter #51)
Nancy Griggs, Timekeeper (President, Dallas Chapter #13)
Lynn Ryan, Recording Secretary (Philadelphia Chapter #71)

Patricia then turned the meeting over to Miho Okawara.

Miho Okawara welcomed the members and, on behalf of Ikebana International, praised the Conference Chair and all those involved with the Business Meeting for their hard work and careful considerations of Ikebana International. The meeting gives us a chance to discuss ideas and conduct official business. It is important that we find ways going forward to grow the organization and membership, and Headquarters looks forward to receiving the conference report on how we can provide the best benefit for members.

Magdalena Tamura-Reid thanked Miho Okawara for attending the conference as well as other members of the Ikebana International Board of Directors (Tokyo) in attendance. She encouraged members to take this opportunity to communicate with Board members directly as they would be very interested in hearing from the membership. Magdalena then went on to address the matters of business.

Magdalena introduced Karen Murrell, Dallas Chapter #13, who would present the Credentials Report and Stephanie English, Naples Chapter #160, who would call for a vote on the approval of the minutes from the Business Meeting held at the previous regional

conference in Asheville, North Carolina, USA. It was announced that voting on the business resolutions presented at this meeting would be held at the Business Meeting to be convened the following morning.

First order of business was to approve the minutes from the Asheville Conference. There were no questions, comments or objections, and the minutes were declared to be approved. The Credentials Report was given by Karen Murrell. It stated that there were 47 delegates (corrected) in attendance, making the number of votes to reach a quorum equate to 32 (corrected).

MOTION passed unanimously to accept the Credentials Report as presented.

The Standing Rules key points were reviewed. A vote was held. There were no objections to the Standing Rules as distributed to the delegates prior to the meeting and subsequently reviewed. The rules were thus declared to be adopted.

Resolution #1 was presented to the delegates by Stephanie English. There were no questions from the delegates.

Resolution #2 was presented to the delegates by Patricia O'Reilly. There were two questions asked by Debbie Kopinski, New York Chapter #7, and Ellen Weston, Miami Chapter #131, which were addressed by Magdalena Tamura-Reid and Patricia O'Reilly. A statement was made by Diana Salansky, Past President of Ikebana International and Honolulu Chapter #56, in connection with the timing of publication of donation acknowledgements by Headquarters.

Resolution #3 was presented to the delegates by Elizabeth Biddle, Washington DC Chapter #1 and Stephanie English clarified the referenced sections of the Bylaws. Betty Lewis, Washington DC Chapter #1 clarified the *Roberts Rules of Order* reference in the resolution. There were no questions from the delegates.

Magdalena proceeded to open up the floor for other business questions or comments. Shelley Galloway, Chicago Chapter #27, asked a question stated to be in connection with Resolution #1 concerning how regional liaisons were to be appointed and nominated. The question was allowed and addressed by Susan Cano, Asheville Chapter #74, and clarification was provided by Magdalena.

Sandra was given the floor for final comments. She indicated that the delegates would receive a draft of the minutes from the meeting later in the day so that they will have an opportunity to review them prior to final approval at Business Meeting #2 the following morning.

MOTION to adjourn was made at 8:31am CST by Brenda Seaver, Fort Worth Chapter #38 and seconded by Valerie Marcil, Columbia Chapter #182. The motion passed unanimously.

Respectfully submitted,



Lynn Ryan, Recording Secretary

Attachments to Approved Minutes:

Resolution #1

Resolution #2

Resolution #3

Credentials Report – Business Meeting #1

Standing Rules

MINUTES APPROVED (with corrections): October 30, 2019 at 8:10 am CST





Ikebana International 18th NCARC Resolution 1

Subject: Expand NCAR Liaison Function

WHEREAS, We have a North and Central American Regional Liaison and a website (<<https://ikebananar.org/>>) that consolidates information about the Ikebana International North and Central American chapters and provides communication to the region; therefore, be it

RESOLVED, That the NCAR Liaison function be expanded to an NCAR Liaison Committee with representatives from five or more NCAR Liaisons whereby,

- Liaisons will be responsible for communicating with the chapters that they represent by maintaining routine communications and assisting in information exchange among the chapters within their region and with the NCAR Liaison Chair and the NCAR Communications Chair.
- The Committee will promote chapter interaction and create synergies by exchanging resources and ideas or co-sponsoring events.
- The elected NCAR Liaison Chair shall be the primary communication person with Ikebana International Headquarters
- The elected NCAR Communications Chair shall be a member of the Committee and maintain all contact information for the entire North and Central American Region as well as facilitate communications between the members of the committee.
- The NCAR Liaison Chair and NCAR Communications Chair may or may not be the same person.

Submitted by: Naples Chapter #160 (Stephanie English)

Date: Updated August 13, 2019



Ikebana International 18th NCARC Resolution 2

Subject: Acknowledging Donations in Sakura News

WHEREAS, Donations by chapters or members to Ikebana International Headquarters are generally acknowledged in Sakura News; and

WHEREAS, The wire transfer fees when donations are sent directly to Headquarters are costly; and

WHEREAS, Ikebana International Headquarters cannot accept donations from the Ikebana Iwaya Fund that are sent through the PayPal service; therefore, be it

RESOLVED, That Ikebana International accept donations from the Ikebana Iwaya Fund that have been designated for I.I. Headquarters, and that when I.I. Headquarters receives notification from the Ikebana Iwaya Fund of donations designated for Headquarters, the donors should be acknowledged in Sakura News as soon as possible.

Submitted by: Magdalena Tamura-Reid, Toronto Chapter 208

Date: Updated October 28, 2019



**Ikebana International 18th NCARC
Resolution 3**

Subject: Nominating Committee Member Not Disallowed as Officer Nominee

WHEREAS, The Chapter Bylaws Format (Article VI, Section 1.3) stipulate that a Nominating Committee Member cannot be a candidate for election in the business year for which the Committee is preparing nominations; and that those who wish to be nominated must resign from the Nomination Committee; and

WHEREAS, Members should be allowed to continue on the Nominating Committee by virtue of their experience, having served in an elected or non-elected capacity on the board; and

WHEREAS, Excluding a valued member limits the pool of members for the Nominating Committee (particularly problematic with small chapters) and imposes additional time to seek a replacement; and

Whereas, Decisions by the Nominating Committee are made by multiple members; and

WHEREAS, The rule prevents members wishing to serve as an officer from both being on the committee and being nominated as an officer, because it requires them either to resign from the committee in order to be nominated as an officer, or to stay on the committee, which would result in their forgoing the officer position; therefore, be it

RESOLVED, That Chapter Bylaws Format, Article VI, Section 1.1, 1.3, be deleted.

Submitted by: Washington DC #1 (Elizabeth Biddle)

Attached: Article VI, Section 1, Nominations, Chapter Bylaws

Date: Updated Aug 28, 2019

From Chapter Bylaws

ARTICLE VI

Election and Installation of Directors

Section 1 Nominations

1. The Nominating Committee

- 1.1 The Nominating Director shall, with approval of the Chapter Board, appoint 2 or 4 Members to form the Nominating Committee.
- 1.2 Nominating Committee Members shall not serve on this Committee for more than one consecutive term.
- 1.3 A Nominating Committee Member cannot be a candidate for election in the business year for which the Committee is preparing nominations. Those who wish to be nominated must resign from the Nominating Committee.



Standing Rules for the Business Meetings

18th North & Central American Regional Conference of Ikebana International
Dallas, TX, October 27-31, 2019

All meetings will follow Robert's Rules of Order Newly Revised.

I. RESOLUTIONS

A. Submitting

Resolutions submitted by chapters, and signed by the proponent, shall be submitted to the Business Chair no later than **July 31, 2019**. The Business Chair shall distribute the resolutions to the Agenda Committee and the Registered Parliamentarian to ascertain the legality, and possible duplication, with existing policies and bylaws. Resolutions may be proposed during the business meeting from the floor.

B. Circulating

Each resolution recommended for the Conference by the Agenda Committee shall be distributed to the authorized Chapter Presidents, Delegates, and Alternates at least 30 days before the Conference along with the Standing Rules.

C. Presenting

Resolutions presented by the Agenda Committee shall be read to the Conference at the first Business Meeting and shall be voted upon at the second Business Meeting. The proponent of the motion, or their representing delegate, shall give their name and their chapter before making the motion. If necessary, members of the Agenda Committee shall explain the purpose and import of a resolution or amendment.

D. Approval

Any approval shall require a majority vote of two-thirds of those in attendance.

II. AGENDA COMMITTEE

Responsibilities of Agenda Committee

- A. The Agenda Committee shall recommend to the Conference not more than fifteen resolutions.
- B. All resolutions or amendments to be recommended shall be approved by two-thirds vote of those in attendance at the Agenda Meeting that shall be held prior to the opening of the Conference.
- C. At its discretion, the Agenda Committee may report any non-approved resolutions to the Conference.
- D. By a two-thirds vote, Delegates of the Conference may order the Agenda Committee to report, at a specified time, a resolution that the Agenda Committee has voted not to report.
- E. The Agenda Committee may give the proponent of a resolution the opportunity to explain its purpose and importance to the Agenda Committee, if so requested by the proponent.

III. ROLES IN BUSINESS MEETINGS

A. Business Meeting Chair

The Business Meeting shall be presided by the host Chapter President, or any other chapter member assigned by the host chapter, in conjunction with the Conference Business Chair.

B. Delegates & Alternates

1. Chapters and Prospective Chapters from North or Central America shall be entitled to one voting delegate for each unit of 100 members as well as one other for a fraction thereof.
2. Delegates and Alternates shall have checked in at the Registration Desk at the Conference no later than the day prior the first business meeting (October 28, 2019, 6:00 pm).
3. The Delegates & Alternates Form shall be submitted by the Chapter Presidents to the Conference Business Chair by August 1, 2019.
4. A Credentials Committee shall verify the Delegate or Alternate submitted by their Chapter President when they check in for the Business Meeting. If, at any time, the Delegate is unable to fulfill his/her duties, the Alternate shall be designated the Delegate.
5. Delegates, Alternates or Members may not enter the room once the Business Meeting commences.
6. Only Delegates may speak or vote. Alternates are to be on hand in case they are needed, but do not have a vote nor a voice. Any chapter Member may attend the meeting, but do not have a voice or vote.
7. No Delegate shall speak in debate more than once to the same question, nor speak longer than two minutes on one question unless agreed to by two-thirds vote of the Delegates in attendance.
8. Questions on the Resolutions shall take place only in Business Meeting 1. No questions related to the Resolutions shall be allowed at Business Meeting 2. Business Meeting 2 shall be strictly for voting purposes.

C. Recording Secretary

The Recording Secretary shall record minutes of business meetings and all other items necessary for the conference at the direction of the Conference Chair.

D. Parliamentarian

The designated Parliamentarian shall guide and ensure parliamentary procedures are followed as required during the business sessions.

E. Time-Keeper

The Time Keeper shall monitor and signal when the allotted time will expire.

F. Teller

The Teller shall count the Delegate votes.

IV. MINUTES APPROVAL COMMITTEE

Meeting Minutes, that would otherwise be approved at a subsequent conference, shall instead be approved by a Minutes Approval Committee appointed by the Conference Business Chair.

V. APPROVED RESOLUTIONS

Resolutions passed at the Conference shall be forwarded to International Headquarters to be considered by the International Board of Directors. Resolutions and recommendations passed at the Conference shall be considered at the first meeting of the International Board of Directors after they are received, and all Chapters shall be notified of the International Board's action.

VI. CONFERENCE RECORDS

All reports and other material to be entered as record of the Conference shall be sent within 20 days to the Conference Business Chair. Thereafter, finalized copies of the Agenda, Business, Liaison and Discussion meetings shall be sent to the Chair of the Conference and distributed to North and Central American Chapters within 30 days.

Business Meeting # 1

DELEGATES

Date: 10/29 Tuesday

Checked-in	Chapter	First	Last
✓	Albuquerque #41	Royalene	McDonald
✓	Asheville #74	Susan	Cano
✓	Atlanta #265	Ruthelen	Williamson
✓	Baltimore #118	Reiko	Royston
✓	Boston #17	Joanne	Caccavale
✓	Boston #17	Teresa	Silverman
✓	Charlotte #49	Jean	Storck
✓	Chicago #27	Shelley	Galloway
✓	Colorado Springs #95	Sharon	Schriner
✓	Columbia #182	Valerie	Marcil
✓	Dallas #13	Nancy	Griggs
✓	Denver #66	Elisabeth	Rabito
✓	Detroit #85	Elizabeth	Cheslock
✓	Fort Worth #38	Brenda	Seaver
✓	Harrisburg #18	Ellen	Kelley
✓	Honolulu #56	Gail	Atwater
✓	Honolulu #56	Diana	Salansky
✓	Houston #12 <i>at home</i>	Nanako	Tingleaf
✓	Madison #28	David	Staats
✓	Memphis Bamboo #44	Julie	Wilson
✓	Miami #131	Ellen	Weston
✓	Middle Georgia #112	Jho Ju	Tu
✓	Milwaukee #22	Helen	SurrIDGE
✓	Minneapolis-St. Paul #121	Anne-Lise	Whitescarver

Checked-in	Chapter	First	Last
✓	Monterey Bay #231	Fran	Milford
✓	Naples #160	Stephanie	English
✓	New York #7	Beverly	Hashimoto
✓	New York #7	Debbie	Kopinski
✓	Omaha #60	Marilyn	Hoskins
✓	Orlando-Winter Park #132	Irene	Gomulka
✓	Panama City #257	Pilar	Pravia Hasebe
✓	Philadelphia #71	Deborah	Dickinson
✓	Philadelphia #71	Donna	Eroh-Rothstein
✓	Pittsburgh #25	Mary	Reynolds
✓	Rochester #53	Jo Ellen	Budnick
	San Antonio #46	Sherry	Barwick
✓	San Francisco Bay #31	Alka	Bhargava
✓	San Francisco Bay #31	Sandra	Hatcher
✓	Sarasota #115	Patricia	Bonarek
✓	Seattle #19	Janice	Franett
✓	St. Louis #3	Cecilia	Barnett
✓	St. Petersburg #65	Aimee	Jackson
✓	Sun Cities #167	Carol	Brecker
✓	Toronto #208	Maina	Choy
✓	Washington #1	Elizabeth	Biddle
✓	Washington #1	Urusula	Kondo
✓	Washington #1	Bette	Lewis
✓	Winston-Salem #63	Carol	Cook

Name: Jean Maxwell

47 Delegates

9/3-32