

**Minutes for APS-APRL Joint Board of Trustees Meeting
Friday, October 28, 2016
Bellefonte, PA**

The meeting was called to order by APS President, Mick Zais, and APRL President, Roger Brody, at 9:10 a.m. EDT.

Current APS Trustees present – Mick Zais (President), Trish Kaufmann and Robert Zeigler (Board of Vice Presidents), Bruce Marsden (Treasurer), Mark Schwartz and Michael Bloom (Directors). Participating by telephone were Jeff Shapiro (Board of Vice Presidents) and Rich Drews (Director), constituting a quorum of eight members. Absent were Steve Schumann (Secretary), Dr. Peter McCann (Director) and Stephen Reinhard (Immediate Past President).

Current APRL Trustees present – Roger Brody (President), Ken Nilsestuen (Treasurer), Charles Wooster (Secretary), Ken Grant, Steve Zwillinger, Kristin Patterson and Don Heller (Trustees). Participating by telephone were Patricia Stilwell Walker (Vice-President) and Hugh Lawrence (Trustee), constituting a quorum of eight members.

Staff present – Scott English (APS Executive Director), Ken Martin (APS Chief Operating Officer), Kathleen Yurchak (APS & APRL Attorney), Rick Banks (APS Controller) and Tara Murray (APRL librarian), Mercer Bristow, Megan Orient, Wendy Masorti, Judy Johnson, Cathy Brachbill and Tom Horn.

Others Present – Eric Jackson, John Barwis, Charlie Belair, Keith Stupel, Tami Jackson, Kees Adema, Wade Saadi and Steve McGill.

I. President's Welcome – The meeting was opened with welcomes by Mick Zais and Roger Brody.

II. Approval of Minutes –

1. August 3, 2016 – APS Board Meeting, StampShow, Portland, OR
2. August 5, 2016 – APRL Board Meeting, StampShow, Portland, OR
3. August 5, 2016 – Joint APS/APRL Board Meeting, StampShow, Portland, OR
4. August 6, 2016 – APS General Membership Meeting, StampShow, Portland, OR
5. August 6, 2016 – APS Board Organizational Meeting, StampShow, Portland, OR

After the minutes were amended to show that Hugh Lawrence was in attendance at several meetings, Trish Kaufmann moved that the APS Board approve the minutes of all APS meetings. The motion was seconded by Michael Bloom and passed unanimously.

Ken Grant moved that the APRL Board approve the minutes of all APRL meetings. The motion was seconded by Pat Walker and passed unanimously.

III. Reports – The following reports were submitted to the Board;

APS/APRL Attorney – Kathleen Yurchak reported that there were no new legal issues since the last meeting.

APRL Librarian – Tara Murray submitted a written report (attached). In addition, she reported that the next Postal History Symposium is tentatively scheduled for early November 2018. It will be held at the National Postal Museum and the theme will be postal services during World War I.

Shows Update – Megan Orient reported that the APS is soliciting proposals from cities for future shows without the aid of a third party. Requests for Proposals were sent to a number of cities and to date 18 positive responses have been received for StampShow and 13 for Ameristamp Expo.

The recent StampShow at Portland is showing a surplus of \$80,000. Last winter's Ameristamp Expo at Atlanta showed a slight loss and the APS involvement in NY2016 showed a loss of \$30,000. So far 21 dealers have signed up for this winter's Ameristamp Expo in Reno, Nevada.

APRL Executive Director – Scott English introduced the APS staff that were present for the meeting and noted that October 28th was the 48th anniversary of the APRL and that 2016 was the 130th anniversary of the APS. He then briefly discussed his written report (attached) that was previously distributed to the Boards.

IV. New Business – Joint Session

- A. **2017 APS and APRL Budget** – Rick Banks (APS Controller) briefly discussed the 2017 budget which has previously been submitted to both Boards. 2016 is projected to show a small surplus and 2017 is budgeted for a similar surplus.

Bruce Marsden stated that the APS Finance Committee had reviewed and unanimously approved the 2017 budget. He then moved that the APS Board approve the budget. Bob Zeigler seconded the motion and it passed unanimously.

Ken Grant moved that the APRL Board approve the budget. Don Heller seconded the motion and it also passed unanimously.

V. New Business – APS Board of Directors

- A. **Approval of One-Time WSP and National Show** – Scott English reported that the United Nations Philatelists, Inc. had requested approval to host a one-time show at the American Philatelic Center on October 27-28, 2017 to celebrate the 40th anniversary of the UNPI affiliation with the APS. They also requested that this show be given WSP status so that the grand award winners (multi and single frame) could participate in the Champion of Champions competitions. CANEJ has previously approved this request. The UNPI pledged to keep the show revenue neutral for the APS.

Jeff Shapiro moved that the APS Board approve this request. Rich Drews

seconded the motion and it was passed unanimously.

- B. **FIP Participation** – There was a brief discussion of future APS participation in the FIP. FIP dues are generally not invoiced until March and this decision was postponed to the next APS Board meeting at Reno.

VI. New Business – APRL Board of Trustees

- A. **Procedures for Processing Archival Material** – Hugh Lawrence submitted a memorandum outlining a more formal procedure for processing archival material donated to the APRL. The Trustees were generally in favor of his recommendations and Tara Murray was encouraged to review and implement them.
- B. **David Straight Award** – A Subcommittee made up of Richard Colberg, Terence Hines and Gary Loew has recommended that the paper of Geoffrey Lewis on the Postal Convention of 1836 between Britain and France presented at the 9th Postal History Symposium, held this year at NY2016, receive the David Straight Award.

Ken Grant moved that the APRL Board approve this award to Geoffrey Lewis. Pat Walker seconded the motion and it was passed unanimously.

- C. **McCoy Block Inverted Jenny** – Now that position 76 has been recovered and returned, the APRL possesses two copies of the Inverted Jenny error (positions 65 and 76). There was a brief discussion as to whether the APRL should sell one of the copies and there was general agreement that position 76 should be sold for the benefit of the APRL.

Ken Grant moved that Scott English and Roger Brody investigate the possibility of selling position 76 at auction. Pat Walker seconded the motion and it passed unanimously.

VII. Adjournment

Upon a motion by Rich Drews and seconded by Trish Kaufmann, the APS Board voted to adjourn 10:38 a.m.

Upon a motion by Ken Grant and seconded by Kristin Patterson, the APRL Board voted to adjourn 10:38 a.m.

Respectfully submitted by Charles Wooster, APRL secretary.

New APRL Board Meeting

- I.** The meeting was called back to order by APRL President, Roger Brody at 4:09 p.m.

APRL Attorney, Kathleen Yurchak administered the oath of office to incoming board members Ken Grant, Kristin Patterson, Steve Zwillinger and Hugh Lawrence. The terms of all four members shall run from 2016-2022.

Ken Grant moved that;

The APRL Board approves Roger Brody as President.

The motion was seconded by Steve Zwillinger and passed unanimously.

Don Heller moved that;

The APRL Board approves Patricia Walker as Vice President.

The motion was seconded by Hugh Lawrence and passed unanimously.

Chuck Wooster moved that;

The APRL Board approves Ken Nilsestuen as Treasurer.

The motion was seconded by Steve Zwillinger and passed unanimously.

Roger Brody moved that;

The APRL Board approves Chuck Wooster as Secretary.

The motion was seconded by Ken Grant and passed unanimously.

II. New Business:

Hugh Lawrence was appointed to head a committee to update finding guides for APRL library files.

Roger Brody proposed that the next Board meeting take place during the new APRL library grand opening on October 28-29, 2016.

- III.** Upon a motion by Ken Grant and seconded by Kristin Patterson the meeting was adjourned at 4:20 p.m.

Respectfully submitted by Charles Wooster, secretary.

TO: American Philatelic Society Board of Directors
FROM: Scott D. English, Executive Director
DATE: 3 August 2016
RE: Executive Director's Report

- It's been nearly a year since I joined the American Philatelic Society. Since August 2015, I have had the pleasure of meeting, discussing, hearing from thousands of our members.
- In my first column, I identified myself as not a collector, yet.
- Since that time, I have started building a collection centered on Cuban stamps and postal history during World War II and franked mail from members of Congress (which I'm told makes me a stampless cover collector).
- Our focus has remained on growing enthusiasm about the APS and the hobby.
- I have covered for the Board the number of shows and clubs we have visited in the past year – we have several more coming after Portland, including Americover, BALPEX, Omaha, and Filatelic Fiesta. Ken Martin will also be serving as a judge at SEAPEX and INDYPEX. In addition, I have been invited to represent the hobby at a conference on the future of hobbies in Northern California in mid-September. At the same time, I will also be a guest of the Council of Northern California Stamp Clubs in San Jose for a daylong session with collectors and APS members to talk about the future of the hobby.
- Now let me touch on a few specific items:

WORLD STAMP SHOW - NY 2016

- Overall, the show was a positive for the hobby.
- Wade Saadi and the Organizing Committee continue to work through the close out of the show, but by all indications, the show will end in the black.
- Historically, there has been a windfall for the APS and based on our conversations, I expect we will receive a dividend as a result of this show.
- When the time is appropriate, I would suggest to the Board that we take this dividend and invest it, not in brick and mortar, but rather to address some opportunities from the show – specifically, a large database of people who attended the show, but are not currently in organized philately.
- Just prior to our departure for StampShow, we received agreement from the NY 2016 organizers to hire people to do data entry and add the information from the paper registrations to the database of pre-registered attendees.
- This list will give us a list of tens of thousands of names of people who attended the show from around the world to promote future events and prospect for members.
- This list is not just for the APS, but will be information that will be used by other philatelic partners like the ASDA.
- At the conclusion of NY 2016, the APS also agreed to provide temporary storage for the exhibit frames that were built for use at the show.
- Those frames are currently stored in the rear of the current library space in the Morse Building at the APC.
- The show organizers will be making some modifications to the frames and working to sell them for use both in the U.S. and the rest of the world.
- A small number of frames have already been sold and a significant amount of those proceeds would also come to the APS.

- Since the space we are using is in the process of being vacated, we felt allowing temporary storage of the frames was good for the community and represents an upside of revenue for the APS.
- We do not anticipate the frames will inhibit operations at the APC and disposition of the frames whether through sale or some other purpose will be addressed by year's end.

LIBRARY CONSTRUCTION

- We are nearing completion of the new library space and are going through the final inspections with local zoning in order to get an occupancy permit.
- Though there are some minor issues left to be addressed, we are confident the library space will open and operating in advance of the grand opening scheduled for October 29, 2016.
- We are tentatively scheduled for a final inspection on Friday, 5 August 2016, which should close out all outstanding issues left to address with local zoning.
- Once a final occupancy permit is issued we will share the good news with the APS and APRL Board, as well as our membership.
- As an aside from that, we are currently rebuilding the paver garden project that was removed from the last headquarters in State College over a decade ago. It has been an outstanding project while the APC has been renovated, but we started the project this year and expect completion before the end of the week as well.

2016 BUDGET

- As you heard in the Treasurer's report, the APS is ahead of the projected budget by \$44,500 through June of this year.
- Our strongest performed is revenue from The American Philatelist which benefitted from increased advertisement from the elections and promotion of the World Stamp Show.
- Increased advertisement did require larger issues in April and May, which did increase our costs, but the additional revenue far outpaced those costs.
- Member services also continues to remain strong as we are \$19,000 ahead of expected revenue.
- Our two biggest challenge areas remain Circuit Sales, which is currently \$15,000 behind budget for the year and Shows and Exhibitions, most of which is attributed to NY 2016 where costs outpaced revenue by \$20,000.
- This reinforces the goal outlined in the Strategic Plan to combine the operations of the Internet and Circuit Sales operations into one office.
- The 2016 budget established an aggressive fundraising goal for 2016. Although we are keeping pace with 2015 – we have not exceeded historical fundraising. We will continue working to build a stronger fundraising base this year and into next year. As the new Campaign for Philately gets organized we will also be working on presenting plans to the incoming Board of Directors.

PREMIUM SALES

- At the Winter Meeting, we discussed introducing a premium stamp sales option for higher end stamps.

- APS staff in the Circuit and Internet Sales Divisions have developed a plan that would allow us to sell certain high stamps through the StampStore.
- The proposal in its current form would allow sellers to put stamps of a sale value of \$200 or higher with a certificate for sale through a premium option on StampStore.
- The stamps would be designated with a premium icon to allow for greater search ability and provide full details from the certificate.
- There are no additional costs for selling through this site.
- We've made modifications to the website to turn on and are currently soliciting inventory to offer the sales. Our target date to begin sales is no later than 1 October 2016.

MEMBERSHIP

- At the end of July, our membership stands at 30,020, which is 613 less than this time last year.
- We started the year at -823 so while we are still in a negative, the number has been substantially reduced from then and even from our last Board meeting in June.
- July represented the eighth consecutive month of increased applications and to date, we have received 316 applications more than the same time last year.
- As we have discussed, our membership decline has been consistent for at least two decades and really has been negative since our peak membership year of 1988.
- We will continue to work on traditional recruiting methods, but we are moving in the right direction this year.
- In the June meeting, the Board approved our first member survey since 2007.
- The survey is multiple steps to gain an understanding of why people join, why they leave and what might get people to join the APS.
- The first step in the process was a survey of members that dropped in 2015 for non-payment of dues, which came through an email survey in July.
- We have received the results and David Paddock, who is overseeing the survey process has started analyzing the results and we will have a report submitted to the Membership Committee.
- In addition, we have solicited participation in focus groups here at the StampShow of members, former members, and prospects to help shape the next survey which will go out to a larger group of people from those same three groups.
- The data collected from that survey will give us a picture of challenges and opportunities to shape our membership appeals and review member services for potential improvements.
- We expect a report to be completed by year's end and full report to the APS Board and the membership by the AmeriStamp Expo in Reno in March 2017.

PRESIDENT'S REPORT – Roger Brody
APRL Meeting, Portland, OR
Aug 5, 2016

The completion of the APRL library is a major milestone in the Society's history and I hope members of both Boards will be able to come to Bellefonte to celebrate the grand opening on Saturday, October 29th. I would like to thank the APS Board for their support and cooperation in implementing this final phase to complete the American Philatelic Center. The Trustees look forward to transitioning our efforts from debt building, to debt repayment, with a goal of being debt free within the next decade. Over the next few months, we will work with Executive Director Scott English and the APS Board in the development of the former library space in building #1

This has been a rewarding year in many ways, not the least of which was the discovery and the return of the third missing McCoy inverted jenny. Thanks to Scott English the negotiations with the several parties involved, led to the successful recovery in a spectacular fashion at World Stamp Show – NY2016 press gathering at the Javits Center in New York. Thanks are also extended to Don Sundman, of Mystic Stamp for his support and offer to continue the reward until the end of this year for the last missing McCoy stamp, position #66. The APRL Board will review reward claims and the disposition of stamp, position #76.

This year also marked the continuation of the change from the two year to three year election cycle of the Trustee Board. A full slate of four Trustees will be sworn in for a six year term at our Meeting here in Portland. The final process of electing four Trustees every three years will occur with the 2019 election.

The Board of Trustees is grateful for the services of Tara Murray, Director of Information Services for overseeing staff and volunteers in day to day library operations, as well as the supervision of the physical move of assets to the new library space. Her creativity and leadership of the Library Blog, the Union Philatelic Catalog and the Philatelic Libraries Roundtable was highlighted by the well-attended Roundtable Conference held at The Collectors Club during World Stamp Show.

Work at improving the organization and access to journals continues at the library. This effort, highlighted by Betsy Gamble in the PLR will consolidate bound and unbound journals that previously were scattered in various locations and will result in many new online listing.

Our quarterly journal, the *Philatelic Literature Review*, has an appealing new look and thanks are extended to editor Jay Bigalke, Doris Wilson, editorial Associate, and feature writer Sergio Lugo. The library continues to be a desired home for important literature collections and research archives. Over the next few years we plan to focus on the creation of finding guides for all APRL collections and archives. Having centrally combined our library assets in the new facility, we want to promote the APRL as an accommodating location for valuable philatelic research.

APRL 2015 financial statements and 990s have been prepared. As of June, Comptroller Rick Banks reported that, once again, we are experiencing better than budget results, due to improved library operation expenses, investment income, and rental income.

We look forward to continuing the strong working relationship that has developed between the APS and APRL Boards.

Librarian's Report to the APRL Trustees APS StampShow, August 5, 2016, Portland, OR

New library

The Grand Opening will take place October 28–29, with a celebration dinner on Friday, October 28 and a ribbon cutting on October 29.

Completion of construction and staff occupancy of the new library space have been delayed by the elevator installation and code issues. A punchlist of outstanding items has been given to the contractor and the contractor, architect, and APS/APRL are working with code officials to gain occupancy as soon as possible.

Installation of a new compact shelving system for the first floor of building 4, reuse of existing stationary shelving for the main library, purchase of new furniture, and moving of library collections have all been completed within the budget outlined at the February 23, 2016 Trustees meeting.

Because the books and journals are in the new library space, but staff and library visitors are restricted to the old library space, library staff have been retrieving materials for use by researchers. While our visitors miss the ability to browse the stacks, we have encouraged those who travel to use the library to send in lists of material to be retrieved in advance and visitors seem pleased with the service. Throughout the move and transition, we have provided continuous access to our collections to visitors and to members by mail and copy and scanning services.

Construction is a dangerous time for libraries, and we were reminded of that in March, when contractors accidentally cut a hole in the roof, causing a leak in our rare book room and compact shelving. As soon as the leak was discovered, we moved material out of the affected area and initiated roof repairs. I called Penn State's library preservation office, and the head of the department and book conservator came to help us. Together, we were able to salvage all of the wet items from the rare book room and most of the wet auction catalogs. We issued a press release (which was picked up by the local newspaper and philatelic media) including a list of auction catalogs deemed unsalvageable. Over the following months, we have received donations to replace some of these. The updated list of items still needed is on the APRL's blog at <http://blog.stamplibrary.org/?p=3106>.

Journal digitization project (AP, PLR, and others)

Significant scanning of *The American Philatelist* has been completed. We are piloting a system to make these back issues searchable and available to members, and plan to have significant content available online by the end of the year, and will expand the offerings in 2017.

Library acquisitions

A substantial portion of David Straight's philatelic library and research notes (30 boxes) was delivered to the APRL by Regency-Superior. I am working with Wayne Youngblood and Carol Giles-Straight to complete the donation.

Most of the new items in our collection continue to come by donation. In addition to our usual individual donations, we also received the literature exhibits from World Stamp Show-NY2016, which bolstered our holdings of foreign literature.

As a result of the Kerzner bequest designated to acquisitions, for the first time, at least in recent memory, the APRL has unrestricted acquisitions funds. Library staff developed a strategy for using this fund, with priorities on updating our holdings of foreign specialized catalogs, acquiring books requested by members, and purchasing new books not likely to come to us by donation, e.g., those published by non-philatelic publishers. Since September 2015, we have spent about \$1,000 of about \$60,000 we received from the bequest, and the fund should allow us to continue this acquisitions strategy for years to come.

As part of developing this strategy, I worked with library staff, Circuit Sales, and Expertizing to develop a list of stamp catalogs of which the library should hold updated editions.

Philatelic Union Catalog

We recently surpassed 200,000 article records in the catalog. The vast majority of these are contributed by volunteers, including several trained by the APRL over the last few years. We continue to offer training for article indexers, including an elective at Summer Seminar and a session during Volunteer Work Week. We are also able to offer the training virtually and indexing can be done remotely.

The majority of the cataloging backlog has been recorded in the catalog. While these items wait to be fully cataloged and assigned a permanent call number, they can be found in the catalog and are available for borrowing. These items have an “in process” call number. Most duplicate literature available for sale is now also listed in the catalog. More than 400 items were priced and listed during Volunteer Work Week. This system allows library staff to assist members who are looking for a specific book, and members can browse books for sale remotely. Items listed in the current Clearinghouse in the *Philatelic Literature Review* are not visible to the public, giving subscribers first access to these select items.

Philatelic Librarians Roundtable

The Philatelic Librarians Roundtable has been meeting every 2 months, using GoToMeeting, with about 12-15 attendees per meeting. We also met during WSS-NY2016 at the Collectors Club. The NY meeting was attended by many library representatives from outside the U.S., including the Vincent Graves Greene Foundation in Toronto, the Royal Philatelic Society London, the Philatelistische Bibliothek Hamburg in Germany, the Stiftung Basler Taube in Switzerland, and the Danish Philatelic Library. Contact information from all attendees was collected.

Presentations and teaching, 2016

How to do Philatelic Research: Using Library & Online Resources. Presented at AmeriStamp Expo, Jan. 29, Atlanta, by Tara Murray.

Putting Research to Work in Your Writing: How to Find, Use, and Cite Print & Online Sources Author Talk presented at World Stamp Show-NY2016, May 30, New York, by Tara Murray.

A sneak peak of the new American Philatelic Research Library. Presented at World Stamp Show- NY2016, June 1, New York, by Tara Murray.

Library session for Expertizing Techniques course. Presented at APS Summer Seminar, June 20, by Tara Murray.

Tour of the New American Philatelic Research Library. APS Summer Seminar elective presented June 20 by Tara Murray.

Searching the Philatelic Union Catalog. APS Summer Seminar elective presented June 21 by Tara Murray.

Library session for Worldwide Fakes and Forgeries course. Presented at APS Summer Seminar, June 22, by Tara Murray.

Article Indexing for the Philatelic Union Catalog. APS Summer Seminar elective presented June 22 by Betsy Gamble.

Library session for France (1849–1900) course. Presented at APS Summer Seminar, June 22, by Scott Tiffney.

How to Organize and Maintain Your Personal Library. APS Summer Seminar elective presented June 23 by Tara Murray.

Library staffing

Fred Baumann, part-time library assistant, was out for surgery for six weeks and returned to work July 26. Other library staff pitched in to complete his regular tasks and make sure we responded to all library requests in a timely manner.

The U.S. Philatelic Classics Society has funded a summer internship to process archives related to U.S. classic issues. Michael Wilson, who previously processed the Thomas Alexander Papers, has returned to finish processing Richard Graham's papers and several other smaller collections.

Volunteers

The APRL had 14 volunteers during APS Volunteer Work Week, by far a record number for the library. Together, these volunteers:

- Priced and listed more than 400 duplicate books for sale
- Inventoried seven boxes of material from Belmont Faries not yet incorporated into our U.S. Stamp Files (this inventory was used to create a preliminary finding guide)

- Trained to index a journal, which the volunteer will continue from home
- Shifted journals and name sale auction catalogs in the new library to take better advantage of available space
- Edited article index files to be loaded into the Philatelic Union Catalog
- Shelf-read 50% of the book collection to ensure order following the move and repaired damaged labels
- Moved half (more than 500) of the remaining Vertical File pamphlets to folders shelved with the books, to enable patrons to find the material when they browse the shelves
- Added material from the Editorial Department to the U.S. Stamp Files
- Completed processing material from the Polonus Society's library and indexed articles for several years of the society's bulletin

Two groups of Penn State students volunteered to help us prepare for the library move in February and April. We continue to build relationships with Penn State volunteer coordinators, and have already scheduled one more volunteer work day in October.