

AAW Board Meeting

November 2-3, 2011

Seneca Hotel, Chicago, IL

November 2

Call to Order

Tom Wirsing called the meeting to order at 8:30 AM CDT.

Board members present were: Warren Carpenter, Kurt Hertzog (via Skype video), Dale Larson, Jean LeGwin, Binh Pho, Cassandra Speier, Botho von Hampeln, Stan Wellborn, and Tom Wirsing. Also present were: Cindy Bowden and Greta Tacke. Ellen McVeigh, ESQ. joined the meeting for a brief time.

The Board entered executive session at 8:35 AM and reconvened in open session at 3:45 PM.

Chapter and Members Report-Kurt Hertzog

A safety policy for symposium vendors will become part of vendor packets beginning next year that will require the use of shields, cleanup of chips, and other safety practices. Every demonstrator lathe will be equipped with a safety shield between the lathe and audience. Dan Lutrell, head of the Best Practices area of the website will be soliciting and reviewing all safety suggestions. Kurt plans on asking David Ellsworth to do a video and, or provide a statement on safety.

Approval of the minutes

Dale Larson moved to accept the September 12, 2011 minutes as written. Warren seconded. Motion carried unanimously.

Election of Officers for 2012

Stan Wellborn moved that the following slate be elected for 2012: Dale Larson as President, Cassandra Speier as Vice President, Jean LeGwin as Secretary, and Warren Carpenter as Treasurer. Kurt Hertzog seconded. Motion passed unanimously.

Election of Board of Advisors

Dale Larson moved to re-elect the 2011 Board of Advisors: JP Fennell, John Hill, Malcolm Zander, Al Hockenbery. Cassandra Speier seconded. Motion carried unanimously. The ED will add the list of Board advisors to the Board Handbook.

Nominating Chair-Kurt Hertzog

Kurt Hertzog moved to nominate Cassandra Speier as chair of the Nominating Committee. All in favor.

Committee assignments

The following committee chairpersons were appointed:

Cassandra Speier - Nominating chair

Botho von Hampeln - By-laws and Policy

Exhibitions - Binh Pho

Ethics liaison - Binh Pho

EOG/ERF - Kurt Hertzog

Communications - Stan Wellborn

Wood Objects on Display (WOOD) - John Hill

Financial - Warren Carpenter

Membership and Chapters - Kurt Hertzog/Botho von Hampeln

Publications - Jean LeGwin
Chapters Best Practices - Dan Luttrell
Safety - Nick Cook or David Ellsworth (Kurt will report on selection in December)
Symposium Planning - Kurt Hertzog/Tom Wirsing
Video - Binh Pho
Endowment Trust - John Hill
Contracts - Cassandra Speier
Insurance - to be determined
International - Terry Martin
Permanent Collection - Kevin Wallace
POP - Trent Bosch
Youth - Bonnie Klein/Larry Miller
Parliamentarian - Stan Wellborn
Legal - Hal Sanders
Cassandra Speier will report on the make-up of the remainder of the Nominating Committee at the December meeting.
Kurt Hertzog will announce the Safety Committee members at the December meeting.
The Video Committee will report on works in progress at the December meeting.

Executive Director's report-Cindy Bowden

Cindy reviewed staff reports, marketing plan for *Woodturning Today*, AAW Handbook, upcoming exhibitions, and grants. She reported that she expects membership to reach 14,000 by the end of the year. Fifteen new chapters have been added so far this year.

International-Dale Larson

The goal of this committee is to increase communications with international chapters. The first formal meeting will be a panel discussion at the San Jose symposium. Topics that will be discussed:

1. Increase announcements using the Journal and website
2. Help with VISA issues: 'How to cross the borders'
3. Compile contact information from international organizations
4. Lay out a page on the website that lists demonstrator travel schedules

Cindy will move forward with these four items

The proposed name of the International group is "Turners Without Borders". The first face-to-face meeting will be in San Jose in June and POP will hold a panel discussion on the topic at the symposium. There will be an attempt to provide a webcast of the panel discussion.

The International Committee will work with website developers to provide a page where demonstrators can post their travel plans and demonstration dates. This will allow local chapters to check their availability for local demonstrations and workshops.

Ethics-Dale Larson

Dale, Malcolm Zander, Mark Mandell and Don Latorraca have gathered all ethics material from various places in the Board Handbook and compiled it into the revised ethics policy using the Minnesota Attorney General's model policy for non-profits.

Dale Larson moved to accept the revised AAW code of ethics as written. Kurt Hertzog seconded. Motion passed unanimously.

AT 4:45 PM Dale Larson moved to adjourn for the day. Binh Pho seconde. Motion carried

unanimously.

November 3

The meeting reconvenes at 8:30 AM. All members of the board were present (Kurt via Skype). Also present were Cindy Bowden, Greta Tacke, and Betty Scarpino.

New governance policy-Dale Larson

Board entered Executive Session at 8:30 AM and reconvened in open session at 8:47 AM.

Dale presented a new governance policy (6) for the Handbook and **moved that the board accept the new policy (6) as written for the Handbook. Stan Wellborn seconded the motion. Motion carried unanimously.**

Budget-Warren Carpenter

The bookkeeper has corrected incorrect coding of past entries, and going forward, each month will be locked as it is completed. In the future, all reports will be made at the end of the month.

Dale requested a final symposium accounting so that payments can be made to local chapters.

Accounting for the 25th Anniversary Book needs to be changed to show remaining inventory as an expense.

Dale requested a separate P&L for POP so they can establish a budget.

Website-Stan Wellborn

The Board discussed the options for updating the member database from an annual renewal structure to a monthly renewal, and the need to determine the progress made by Yellow Llama in the work that they have undertaken.

Stan Wellborn made a motion to accept the ED's proposal to transfer the existing membership database to MySQL at a cost not to exceed \$14,000. Binh Pho seconded. Motion passed unanimously.

Stan Wellborn moved that the Communications Committee prepare a strategy for the next stages of web development along two tracks, 1. Technical, 2. Content and design, to be presented at the January Board meeting. Jean LeGwin seconded. Motion carried unanimously.

Editor's Report- Betty Scarpino

Betty presented proposals for the Board's consideration that would improve content, design, and prepare for electronic delivery. Betty was asked to submit a breakdown of projected costs. She will work with the Publication's Committee to prepare a budget request for 2012.

Symposium-Dale Larson

Sharon Bierman has begun work on the San Jose Handout Handbook.

The Board decided that for-profit businesses who request space in the exhibition area will be asked to pay for their space. Cindy and the symposium Chair will determine the rate.

POP auction will be moved to the second period on Sunday morning.

The Board would like to explore the option of holding a live internet auction, and Cindy was asked to find an auction house willing to work with us if it's decided to proceed.

The Board decided to limit vendors to 2 badges per booth.

Cindy is looking into the possibility of using AV students at local colleges and universities to film the demonstrations in San Jose. She will prepare a proposal for the Board and present it at the January meeting.

The Board discussed the possibility of handling Instant Gallery Sales in the manner of the Utah Symposium. Cindy was asked to prepare an estimate of the costs for AAW to do so. She will present her findings at the January meeting.

Symposium DVD sales have been unprofitable and the Board agreed to discontinue their production.

Phil Pratt will prepare a promotional video for San Jose for \$1000.

Gail Olmsted and Daryl Duer joined the meeting at 11:45 for continued Symposium discussion.

Gail presented proposals from seven venues for the 2013 symposium site. After reviewing them, the Board agreed that the Cobb Center in Atlanta is the first choice for a walk-thru, Tampa, 2nd, and Memphis, 3rd. Gail and Cindy will conduct site visits in Atlanta and Tampa in the next three weeks.

Deryl Duer will prepare a proposal for new camera equipment for the January meeting.

Gail and Deryl leave the meeting at 1:15PM.

The Board will send John Hill a formal invitation to be the auctioneer in San Jose.

Resource Directory- Dale Larson and Cindy Bowden

The Board was presented with the profit and loss for the Resource Directory and it was agreed to proceed with the 2013 edition.

Insurance-Cindy Bowden

Kurt Hertzog moved to drop any charges created in the past for chapters to become AAW members. Cassandra Speier seconded. Motion carried unanimously.

Cindy reported on new insurance options for members. All insurance options are available for US and Canadian members except health insurance, which is limited to the US.

The Board agreed to drop the _ page health-insurance ad from the journal. Cindy was asked report on income from the health insurance agreement. The program will be continued for now. There is a need to add some members to the Insurance Committee. Cindy will place an ad on the website for members who might be interested in joining the committee.

SOFA-Binh Pho

Binh gave details of the AAW's involvement at SOFA, which included an exhibit, a panel discussion,

and a book signing. Kevin Wallace worked on an article for *Craft Arts* (Australia) based on AAW's SOFA exhibit.

501(c)(3) Programs-Binh Pho

Binh discussed some of the activities of other non-profits for fundraising and asked for the Board's consensus to support those efforts with our membership. Activities might include selling raffle tickets on the website, at local chapters, and a free table at our symposium. The Board agreed.

Dale Bonertz Proposal-Tom Wirsing and Betty Scarpino

Dale Bonertz presented the Board with a three-part proposal to help the regional symposia with advertising. There was a discussion of possible ways to accommodate the request. Kurt and Jean will prepare a proposal for the January meeting.

Unfinished Business

Project Books-Jean LeGwin

Jean LeGwin presented a proposal from Fox Chapel to partner with AAW in publishing a series of books based on collections of articles from *American Woodturner*. One or two theme-based books a year will be published each year with marketing directly to our members. FC would also market the books through distributors and mass-market sellers as well as specialty outlets.

Jean LeGwin moved that AAW proceed with the proposal from Fox Chapel to publish archival material from *American Woodturner* on an ongoing basis. Botho von Hampeln seconded. Motion carried unanimously.

Jean LeGwin requested \$750 for copy-editing *Let's Go for a Spin* by Alan N. Leland prior to posting on the website in the "Learn to Turn" section. The Board agreed to include the requested amount in the budget for 2012.

Warren Carpenter reported that the Memorial and Daphne Osolnik Endowment Trust will transfer \$7,184 within the calendar year and asked for suggestions for its use.

Cassandra Speier moved that \$2,500 from the endowment trust funds be earmarked for the Joan Kelly Memorial Fund to build safety shields for lathes. Warren Carpenter seconded. Motion passed unanimously.

Jean LeGwin moved that \$3000 from the endowment trust funds be earmarked for research and development of *American Woodturner* e-reader formats. Stan Wellborn seconded. Motion carried unanimously.

The balance of the funds will go to the EOG fund.

The Board entered executive session at 2:45 PM, and reconvened in open session at 2:55PM.

Board meetings going forward will be scheduled for the 2nd Tuesday of each month. The next meeting will be a conference call on December 13, 2011, at 6:00 PM CST.

At 3 PM Cassandra Speier moved that the Board adjourn.