

AAW Board Meeting
Telephone Conference
May 08, 2012

Call to Order

Dale Larson called the meeting to order at 6:05pm CDT. The following Board members were present: Tom Wirsing, Dale Larson, Warren Carpenter, Jean LeGwin, Botho von Hampeln, Binh Pho, Stan Wellborn, and Kurt Hertzog. Also present were: Phil McDonald, Betty Scarpino, Gail Olmsted and Linda Ferber. Board member Cassandra Speier not present.

Approval of the Minutes

The April 10th Board minutes were approved as written.

Symposium Report-Gail Olmsted

San Jose- Gail reported on hotel reservation rates and progress for the San Jose symposium. Gail is working on providing a live video feed for the auction and parking for vendors and volunteers.

Vendor Withdrawal Policy-Dale Larson, Gail Olmstead

A vendor raised the question of refunding his deposit after the posted refund date. After a lengthy discussion it was decided that the stated policy would be upheld, and in the future, such decisions will be made by the office.

Budget-Phil McDonald, Warren Carpenter

Warren noted that the budgetary and other financial information from the office has improved significantly. Phil noted that he has detailed reports for the AAW administration and journal available and is preparing a detailed report for the symposium for the June meeting. The June meeting will provide the opportunity to review the budget and begin to mitigate variances.

Banking Resolutions-Phil McDonald

Phil discussed the need for more secure banking arrangements at the symposium so that daily deposits can be made to US Bank Corp which has branches in the cities where the next three symposia will be held. Phil presented the following resolutions:

RESOLVED, that the corporation be, and hereby is, authorized to apply for a banking account with US Bank Corp.

RESOLVED, that the corporation be, and hereby is, authorized to close the money market account held at mbFinancial, and to transfer the account balance to the Bremer Bank account portfolio.

FURTHER RESOLVED, that the Operations Director be, and hereby is, authorized to execute and to take such other action as he shall deem necessary to accomplish the foregoing resolutions.

Warren Carpenter moved that the banking resolutions be accepted as written. Botho von Hampeln seconded. Motion carried unanimously.

BOD Election Ballots-Phil McDonald

Phil has established a procedure for ensuring that members who sign up after the August mailing date for ballots will have an opportunity to cast a vote. Ballots will be sent to each new member within three days of their signing up. The office will prepare multiple communications to reinforce the efforts to get ballots to every eligible member.

Credit Card Policy-Phil McDonald

Phil presented a written policy statement to establish a documented internal control procedure for the use of AAW corporate credit cards. The proposed policy reflects a best-practice approach to mitigate the risk of inappropriate card use.

Warren Carpenter moved to adopt the credit card policy as written. Kurt Hertzog seconded. Motion carried unanimously.

Unfinished Business

Canadian newsstand sales of *American Woodturner*-Botho von Hampeln suggested we review the structure of newsstand pricing of the journal to see if we can offer a single price to both U.S. and Canada. Phil will research our costs for Canadian newsstand sales and report at the June meeting.

Canadian Symposium-Kurt has been discussing the possibility of a Canadian regional symposium with two groups there. Progress has been slow.

New Business

Instant Gallery Sales-Tom Wirsing raised the issue of Instant Gallery sales being handled by AAW for a 10% commission. This matter was discussed at the January meeting and it was decided not to proceed at this time. The possibility will be considered for Tampa if the issues of concern can be resolved.

Journal Advertising-Betty Scarpino reported that Pierre Productions increased journal ad sales by two pages for their first issue and have put records in place for vendor contracts and history.

On-line Auctions in San Jose-Binh raised the question having the POP auction on-line. Phil will check to see when the pieces from Beyond Containment can be posted on-line. Kurt and Deryl Duer are working on the possibility for a high-speed connection to make long distance live bidding possible.

Meeting adjourned at 7:10 PM (CDT).