

**American Association of Woodturners  
Board Meeting  
March 11, 2013**

**Call to Order**

A regular meeting of the AAW Board of Directors convened by teleconference at 6:05 p.m. CST, AAW Board President Dale Larson presiding. The following Board members also participated: Tom Wirsing, Botho von Hampeln, Kurt Hertzog, Stan Wellborn, Rob Wallace, and Lou Williams. Joining the call were Phil McDonald, Warren Carpenter, Betty Scarpino, and Linda Ferber. Cassandra Speier and Binh Pho were absent due to travel commitments.

**Approval of Minutes**

Minutes of the February 11 teleconference meeting were approved as submitted, and will be posted to the AAW website.

**Finance Committee Report on February Budget**

Warren and Phil presented the Finance Committee's overview of the February income and expenditures, and said the committee found expectations and projections were in line with 2013 budget plan. Phil noted that new and renewing membership acquisitions had been quite positive, continuing to grow at a higher pace than anticipated in the budget, largely through the efforts of office staff to contact potential members and offering product incentives, such as videos, as inducements.

Auditor Selection

Phil had solicited four proposals from independent auditors to conduct future AAW audits. He noted that the organization had worked with the same auditing firm for at least six years, and that best business practices suggested that periodic changing of auditors was advisable. Based on the bids submitted, Phil recommended the selection of Olsen Thielen & Company, a Minnesota-based firm that has done considerable work for 501(c)(3) organizations. Cost will be approximately \$11,000 compared to approximately \$9,000 under existing audit contract. Tom Wirsing moved to approve retaining the firm, and Botho von Hampeln seconded. The Board unanimously endorsed hiring of Olsen Thielen.

**Executive Director Report**

Phil summarized his previously submitted report to the Board and said there were no unanticipated developments of concern. Among areas highlighted:

Insurance Update

Phil reviewed efforts he has undertaken to procure improved insurance coverage for both AAW members and chapter affiliates. The office has contacted all chapter presidents and asked them to return a brief questionnaire regarding their insurance plans. Those surveys are due back at headquarters on April 15. To underwrite the increased costs to AAW, a total of 170 chapters (out of a total of 355

chapters) must agree to participate at \$90 per chapter to cover the unbudgeted balance. Based on his communications to date, Phil believes we will meet that number.

He emphasized that there will be continuing questions and negotiated solutions on the insurance issue in coming months, including whether non-AAW members might be covered under the general liability policy in certain circumstances, and whether coverage could be excluded for activities that take place in private homes or shops. Phil says that these issues will be managed on a case-by-case basis, and that negotiations continue with our insurance carriers to resolve questions and concerns.

### Symposium Planner Contract

After soliciting proposals from three convention planning companies, Phil believes that negotiating a new contract with Complete Conference Coordinators (CCC), based in Naperville, Illinois, is in AAW's best interests, given that the firm has managed several AAW symposiums in the past. A contract has been sent to CCC, and upon return will be vetted by the Finance / Contracts Committee. Advance planning for Tampa and future symposiums has been expedited in recent months and Phil believes that a productive working relationship has been established. The contract would be for a year-by-year renewal up to three years. Pierre Productions, which sells advertising for the journal, will take over the task of contracting vendor spaces at the symposium.

### IRS Group Exemption

Phil reviewed the pros and cons of creating a policy that could extend 501(c)(3) status to chapter affiliates under the aegis of AAW's nonprofit status with the Internal Revenue Service. The Board agreed to continue to assess the idea and to make no recommendation at this time.

### Status of Tampa Symposium Registrations

Registrations have been slightly lower than projected to date, but a higher pace of activity is expected in the next two months. Bookings at the three convention hotels have been steady and it is expected that we will meet our commitment on room reservations. An e-mail marketing campaign is scheduled in the early spring months.

Dale asked if AAW's cancellation insurance had been arranged in the event of untoward weather or other exigency, and Phil noted that the application had been submitted and he expected a response shortly. Rob mentioned that proposals for Special Interest Night events needed to be finalized.

### **Publications Report**

Print-on-demand books drawing on content from past issues of *American Woodturner* will be available later in 2013. Contract editor John Kelsey is assembling volumes on a number of themes, including safety. We anticipate production of eight to ten books per year over the next three years.

Betty reported on a recent planning meeting with Kelsey and Jean LeGwin to compile a publications calendar for the coming year. In addition to better scheduling of articles, Betty hopes that advertising may be sold in coordination with content. For the remainder of the year, the journal will publish 72-page issues in order to control costs.

### **Unfinished Business**

## **AAW Representation at SOFA**

The Board discussed the possibility of staffing an AAW booth at the SOFA exhibition in Chicago November 1-3. For budgetary reasons, the Board had decided not to support a booth for the 2013 show. However, Dale noted that contributions solicited from galleries by Binh Pho and others could cover most of the costs of AAW's presence at SOFA, and proposed that we contract for space that would be staffed by Phil, Tib Shaw, and Kevin Wallace. Tom moved to accept the plan to display at SOFA, and Rob seconded. The motion passed on a vote of five to one.

## **New Business**

### **2013 Endowment Awards**

A total of approximately \$7,800 from the AAW endowments will be available for distribution as directed by the Board. Initial plans are to provide educational grants to woodturning schools upon application by members. The Board will finalize these plans at the June meeting in Tampa.

### **Ethics Committee**

Binh reported that the Nominating Committee had named five members to the Ethics Committee. They are Donna Hill, Denise DeRose, Ken Evans, Gerry Headley, and Joe Fleming.

### **Chapter Leaders Session at Tampa Symposium**

Lou plans to convene a two-hour presentation and focus group with chapter officers to encourage closer structural relationships with AAW. Remarks will be made by Dale and Phil, and Stan will present an overview on improving internal and external communications by chapters. Byron Rosbrugh will give a presentation on more effective chapter fundraising. The purpose of the session will be to ascertain a better understanding of what AAW can do to help individual chapters and enhance their operation and outreach.

Future Board meeting schedule is as follows:

Monday, April 8

Monday, May 13

All teleconference meetings are scheduled for 6 p.m. central standard time.

Annual winter Board meeting will be held in Phoenix January 22-26, 2014.

## **Adjournment**

Lou moved to adjourn. Meeting ended at 7:15 p.m. CST.

Submitted by Stan Wellborn, AAW Secretary

