

**American Association of
Woodturners Board of Directors
Meeting Wednesday, October 21, 2015**

CALL TO ORDER

A regular meeting of the AAW Board of Directors was convened via teleconference at 6:00 p.m. central daylight time on Wednesday, October 21, 2015, with President Kurt Hertzog presiding.

Board members participating in the teleconference were Jeff Brockett, Denis Delehanty, Kathleen Duncan, Art Liestman, Greg Schramek, and Louis Vadeboncoeur. Staff members participating were Linda Ferber, Phil McDonald, Kim Rymer, and Editor Josh Friend. Board members, Rob Wallace and Lou Williams were absent.

APPROVAL OF MINUTES

The minutes of the July 23, 2015, board meeting were unanimously accepted with one change.

TREASURER'S REPORT

Financial Report

Greg Schramek summarized the September 2015 financial reports and noted the following points:

- Year-to-date income was \$156.6k, which is \$27k favorable to budget.
- Income for 2015 year-end is forecast at \$55k, which is \$48.9k unfavorable to budget.
- Cash-on-hand for 2015 year-end is forecast at \$443k.
- Favorability in the administrative salaries line will trend down in December due to three full pay periods and six additional days of payroll expense.
- 50% of EOG auction proceeds from the Women in Turning piece has been recorded on the balance sheet in a "Temporarily Restricted" WIT fund.

Kathleen Duncan moved to accept the financial reports as presented. Jeff Brockett seconded the motion and the reports were unanimously accepted.

Phil McDonald added the following points:

- October through December will be critical months for membership renewal.
- Membership acquisitions are trending slightly higher than the target.

Budget Development Packet

Phil McDonald summarized the preliminary budget planning packet which was distributed prior to the meeting for the board's review. The packet will allow further dialogue, clarification, revisions, additions, and corrections before the board's face-to-face budget discussions at the November meeting.

- He noted that the preliminary baseline budget does not address any new funding for programs, and that the Services, Publications, and Positioning project team will submit its findings and recommendations to the board at the November meeting.
- Program, publications, and staffing budget assumptions in the baseline budget proposal reflect continuation per 2015 operating levels.
- 2016 symposium budget assumptions are centered on quotes, contracts in place, and revenue assumptions. Symposium revenue assumptions are more conservative for 2016 due to the actual results in Pittsburgh.

Reserves Model

Phil McDonald summarized the assumptions for two Reserves Models, drafts of which were distributed prior to the meeting for the board's review. The purpose of the ongoing reserves analysis is to forecast longer term implications of budget policy decisions. The impact of alternative scenarios on fiscal reserves and income forecasts can be modeled out into 2018. The board was asked to review the information as preparation for further discussion at the November meeting. Phil stated that 2012 - 2014 were difficult years clearly marked by retrenchment.

Greg Schramek commented that anticipated 2016 expenses remain at a lower level than 2011. He advised the board that in developing the budget we should not rely on over-optimistic revenues from the 2016 symposium.

Kurt Hertzog asked the board to thoroughly review the information for a discussion at the November board meeting.

EXECUTIVE DIRECTOR REPORT

Phil McDonald updated the board on his discussion with POP chairs regarding alignment of the POP Committee's remuneration and other policies with AAW policies and strategic objectives. He noted the following developments:

- POP Committee 2016 revenue and expense budgets will be incorporated into the baseline budget.
- POP Committee members who volunteer or are selected for panel decisions or POP sponsored exhibitions may not receive an honorarium. Additionally, the Symposium Committee will be consulted to avoid any perception of favoritism.
- If a POP Committee member's work is selected for a POP sponsored exhibition/auction, no percentage of auction proceeds may be received by the POP Committee member for sale of the work.
- POP Committee members will continue to receive remunerations for travel expenses and per diem to the AAW annual symposium in the same manner as the board.

Phil indicated he will revise the POP Committee policy for the board's review and approval at the November meeting.

He further confirmed that all AAW committees must submit a budget to be incorporated into the baseline budget.

All committee reports should be delivered to Phil McDonald by Wednesday, November 4, to be included in the packet for the November meeting.

The Publications, Services, and Positioning Initiative project report will be included in the November meeting materials.

Kurt Hertzog advised board members to be prepared for the November board meeting, to read all materials, and study the budget.

SYMPOSIUM COMMITTEE

2016 Site

Jeff Brockett summarized the recent site visit of the Westin Hotel and the AmericasMart Convention Center with Phil McDonald and Kurt Hertzog. He said the group felt positive about the site visit and that all plans appear intact. Jeff noted that a swap of demonstration rooms was discussed that would greatly reduce the amount of distance that symposium attendees will have to travel. The exhibition area would be located in the Instant Gallery space and the Youth Program would be located in the Trade Show area. He also noted that they visited a free, secure offsite facility 20 minutes from the convention center for early shipment of youth room equipment, safety shields, and art work.

2016 Demonstrators

Jeff Brockett stated there 19 confirmed invited demonstrators for the Atlanta Symposium. The open call for 2016 demonstrators ended October 15 and the committee has received 60 applications. He expects the committee will finalize the 2016 demonstrator selection process by November 5.

Kurt Hertzog noted that Phil Mouthrop had to cancel due to a conflict.

2017 Demonstrators

Jeff Brockett indicated that the committee has a list of 17 potential invited demonstrators for the 2017 symposium. The committee has moved application process forward in the year in order to finalize plans sooner.

WOMEN IN TURNING COMMITTEE (WIT)

Kathleen Duncan provided the board with an update on the WIT which became an official AAW committee on September 27. The committee is comprised of the following: Kathleen Duncan (Chair), Suzanne Kahn, Betty Scarpino, Dixie Biggs, Jean LeGwin, and Linda Ferber. Kathleen noted that under the leadership of Linda Ferber, the committee has launched a Regional Ambassadors Program. The purpose of the program is to connect WIT members at regional symposia, and to offer events and programming locally for new and existing members including networking, education, mentorship, community outreach, and leadership development opportunities. Additionally, WIT has requested a hands-on demonstration room at the 2016 Atlanta symposium and has agreed to raise funds necessary to outfit the room and plans to participate in the EOG auction in 2016 Atlanta with another project themed, *Fruits of our Labor*.

Greg Schramek asked whether WIT members need to be AAW members. Kathleen noted that the specific question has not arisen previously.

Phil McDonald advised that the WIT committee should conduct business like other AAW committees including POP, Turners Without Borders, etc. and that it is important to identify committees and their connectedness with AAW.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

UPCOMING BOARD MEETINGS

The November 2015 board meeting will be held November 13-15 in St. Paul. Newly elected board members will be present for the meetings. Board members should fly in on Friday, November 13. Meetings will end Sunday, November 15 at noon. The following individuals indicated they do not need printed board packets for the November meeting: Jeff Brockett, Denis Delehanty, Kathleen Duncan, Josh Friend, Kurt Hertzog, Art Liestman, Greg Schramek, and Louis Vadeboncoeur.

The date for the December 2015 teleconference will be determined at the November meeting.

The dates for the January 2016 meeting to be held in Atlanta, Georgia, will be January 22-24, 2016. Friday, January 22 will be the fly in date.

ADJOURNMENT

Jeff Brockett made a motion to adjourn. Denis Delehanty provided a second, and the meeting was adjourned at 7:08 p.m. central daylight time on Wednesday, October 21, 2015.

Respectfully submitted,

Rob Wallace
Secretary