

# **American Association of Woodturners**

## **Board Meeting**

### **Wednesday, March 22, 2017**

#### **CALL TO ORDER**

A regular meeting of the AAW Board of Directors was convened by teleconference at 6:00 p.m. central daylight time, on Wednesday, March 22, 2017, with President Greg Schramek presiding.

Board members in attendance were Jeff Brockett, Joe Dickey, Kathleen Duncan, John Ellis, Wayne Furr, David Heim, and Molly Winton. Louis Vadeboncoeur was absent. Staff members present were Linda Ferber, Phil McDonald, Kim Rymer, and Editor Josh Friend.

#### **APPROVAL OF MINUTES**

The minutes of the February 16, 2017, board meeting were reviewed. David Heim moved to accept the minutes as presented. John Ellis seconded the motion and the minutes were unanimously accepted as written.

#### **FINANCE COMMITTEE REPORT**

##### **February 2017 Financial Reports**

Joe Dickey summarized the February 2017 financial reports and noted the following points:

- Unadjusted net income as of February 28 was \$134.6k, which is \$37.8k favorable to budget.
- Adjusted net income as of February 28 was \$17.4k, which is \$5.4k favorable to budget.
- The year-end forecast for net income forecast is \$72.5k, which is \$0 favorable to budget.
- February 28 "Cash on Hand" is \$695k.
- The year-end forecast for "Cash on Hand" is \$826k.

He also noted that membership numbers are fluid, there are numerous seasonal adjustments to income, and Symposium registrations are lagging.

#### **EXECUTIVE DIRECTOR'S REPORT**

##### **Membership**

Phil McDonald reported that the year-to-date membership rate is running 2% above plan. January numbers were high and February numbers were good but below budget targets. He expects a decline in new memberships for March due to the advanced communications to chapter officers about the 50% dues discount, which begins April 1, 2017. Phil envisions April membership performance to exceed planned targets.

## **Symposium**

Phil McDonald reported that Symposium registration is 440 to date, which is about 120 short of the target for March. He noted that the Symposium expense budget is on target with potential \$10k favorability. Phil stated that advance gross tradeshow exhibitor booth and table confirmations are currently \$73.5k, which is on target.

The Furniture Society remains focused on selecting their panel session topics and presenters. A special Symposium registration portal has been created for their members and the FS is beginning to promote attendance. Phil expects a positive impact on registration as a result of the Furniture Society's participation, the 50% dues discount, and the purchased email marketing list.

## **Early Pro Forma Budget & Revision Process**

Greg Schramek stated that because the board changes every year, it is essential to have continuity between boards and develop a three-year rolling budget. This would enable the board to use the numbers to review opportunities before they become problems, and allows the current board to communicate their wishes to incoming boards.

Phil McDonald reported that in response to interest in developing a new longer range budgeting process, a pro forma budgeting tool has been initiated. The assumptions built into the tool were discussed. This early in the present year budget doesn't allow for much new information to reliably draw many future conclusions; however there are early observations and planning assumptions.

## **SYMPOSIUM COMMITTEE**

Jeff Brockett explained that the budgeted registration goal for the 2017 Symposium is 1,300 and that expenses need to be reduced if actual registration is lower. He stated that hotel pick-ups are good, that everything appears to be on track, and that a significant amount of time has been focused on the AV-related planning.

Jeff noted that there have been changes at JET/Powermatic, which could impact acquisition of lathes for the 2018 Symposium in Portland.

## **SYMPOSIUM SELECTION COMMITTEE**

Jeff Brockett reported that the Committee has identified invited demonstrators for the 2018 Symposium. Selected demonstrators will be able to apply from May 1 to July 31, 2017, which will be announced in the journal, and the final selection is scheduled for August 31, 2017.

The Committee is beginning work on the list of invited demonstrators for the 2019 Symposium, and expects the final list will be available by September 15, 2017.

## **VISION 2020 OVERSIGHT COMMITTEE**

David Heim summarized a proposal the Committee is considering to offer a publication for artistic turners, demonstrators, and those who aspire to be demonstrators or professionals, which is focused on the business aspects of woodturning, such as tax laws, valuing time, etc. He noted that Tib Shaw is also working on a list of outreach methods to effectively reach this audience.

## **HONORARY LIFETIME MEMBER**

The board discussed whether it is acceptable to recognize more than one honoree in a given year. Linda Ferber indicated that there are past cases when more than one honoree has been presented the award in a given year.

Josh Friend stated that 2-3 pages in each June journal are reserved for Honorary Lifetime Member recognition. If more than one honoree is recognized for a given year, the amount of space available in the journal for individual recognition of each honoree may be decreased.

David Heim moved that the AAW confer Honorary Lifetime Member status on Binh Pho for 2017, and the Board recognizes this as an exception to normal and customary protocol. Kathleen Duncan seconded the motion and the motion was unanimously accepted.

Josh asked for recommendations for an author for the second honoree profile.

## **NOMINATIONS COMMITTEE**

Joe Dickey reported that the Committee has received four applications for the board and that several others are forthcoming prior to the April 15 deadline. He indicated that nonprofit governance, law, finance, and business are all desirable areas of expertise for prospective board members.

Greg Schramek asked board members to provide names of any new candidates to Joe.

## **WOODTURNING FUNDAMENTALS**

Josh Friend provided the board with an updated Woodturning FUNdamentals proposal for discussion. He indicated that John Kelsey is eager to get started and will work with Linda Ferber during a transition period. Josh suggested that the board vote on whether to commit to the August and November issues at the June board meeting. Additionally, he will submit the proposal for consideration in the 2018 budget.

Joe Dickey reported that the Finance Committee discussed the proposal, and while there are concerns about the cost, the Committee believes it should be treated as an investment and compared with other investments.

David Heim explained that AAW needs to look at ways to minimize the budget impact. By the June meeting, the board should know how feasible it is to have ads in Woodturning FUNDamentals and what the ad reps believe are realistic sales expectations. The likely budget impact is small in relation to total budget of \$20k.

Greg Schramek suggested a discussion take place at the board meeting in June.

### **EOG AUTHORIZATION**

On behalf of the EOG Committee, Molly Winton presented a list of financial grant recommendations, which in total were \$15,330.

Joe Dickey made a motion to approve the proposed financial grants. Jeff Brockett seconded the motion and the grants were unanimously approved.

### **WIT GRANTS**

Kathleen Duncan explained that WIT has \$5,000 allocated for outreach grants, which are to be distributed quarterly in the amount of \$1,200. There have been four requests for grants: events that support women, chapters, and schools. The awards have not been made.

The grants were already allocated in the 2017 budget, therefore the board did not need a motion to authorize distribution of monies for the WIT grants.

### **UPCOMING MEETINGS**

- April 19 - Teleconference
- May 17 - Teleconference
- June 20, 21, and 26 in Kansas City
- July 19 - Teleconference
- August 23 - Teleconference
- September 20 - Teleconference
- October 18 - Teleconference
- November 18 and 19 in St. Paul
- December 13 - Teleconference

All teleconference meetings are scheduled for 6:00 p.m. central time.

### **ADJOURNMENT**

Wayne Furr made a motion to adjourn the meeting. Joe Dickey seconded the motion and the meeting concluded at 7:55 p.m. central daylight time, on Wednesday, March 22, 2017.

Respectfully submitted,

Kathleen Duncan, Secretary