

**American Association of Woodturners
Board Meeting
October 18, 2018**

CALL TO ORDER

A regular meeting of the AAW Board of Directors convened by teleconference, on Thursday, October 18, 2018, at 6:01 p.m. CST, with President Greg Schramek presiding.

Board members present were Rick Baker, Jeff Brockett, Joe Dickey, Kathleen Duncan, John Ellis, Wayne Furr, David Heim, and Molly Winton. Staff members participating were Linda Ferber, Phil McDonald, Kim Rymer, and Editor Josh Friend. Board members-elect Andy Cole and Ken Ledeen monitored the call.

APPROVAL OF MINUTES

The minutes of the September 19, 2018, Board meeting were reviewed. Greg Schramek asked the Board for corrections. There were none and the minutes were unanimously approved.

FINANCE COMMITTEE REPORT

September 2018 Financial Reports

Joe Dickey summarized the September 2018 financial reports and noted the following points:

- Unadjusted net income as of September 30 was \$267k, \$162k favorable to budget.
- The year-end forecast for net income is \$182k, \$121k favorable to budget.
- September 30 "Cash on Hand" was \$785k.
- The year-end forecast for "Cash on Hand" is \$1,000k.

Joe reported that membership dues are down from budget, but expenses are in line with expectations.

October Finance Committee Meeting Report

Joe Dickey indicated that the Finance Committee reviewed the 2019 budget, made a few adjustments, and spent considerable time discussing IT needs.

2019 Budget Development High Level Summary

Phil McDonald stated that the 2019 budget approach has been conservative and that no growth has been factored into membership.

The 2019 Symposium budget is conservative with most expenses viewed as fixed. Attendance has been budgeted at 1300, which falls below attendance for both Portland and Atlanta.

The budget for IT project needs is conservative and going forward will require an increase in operating expenses. License fees and upfront development costs will be capitalized over five years. A reduction in annual credit card fees has been included. Ken Ledeen has offered to meet with the developer and review the software under consideration.

Phil indicated that the budget approval process will begin in November. During the November Saturday session, the Board may choose to approve selected line items. Approval of the overall budget will take place in December and take in consideration any changes. Budgets for specialty programs: WIT, TWB, POP, EOG, etc., are still needed and could potentially shift the bottom line.

EXECUTIVE DIRECTOR REPORT

Phil McDonald updated the Board on several membership recruitment strategies currently underway.

He reported that membership promotional materials have been sent to chapter presidents and demonstrators with personalized notes and follow-up planned.

Phil explained that Rockler will not be prepared to have product SKUs available until almost February, which is disappointing. However, he sees this as an indicator of a high degree of diligence and thoroughness to the pre-planning and promotion of the launch.

November Board Agenda Preparations

Phil recommended that the Board consider the topics on page 7 of the Board packet in preparation for November Board discussions.

SYMPOSIUM COMMITTEE REPORT

Jeff Brockett indicated that planning is going well for the Raleigh Symposium and Andy Gunning is the local liaison who is assembling a team.

Robin Costelle has agreed to be the Louisville local liaison for the 2020 Symposium and will be included in all conference calls and planning activities for Raleigh.

Jeff noted that Craft Supplies will no longer participate in the trade show because it is a disruption to their day-to-day business activities.

The Symposium Committee compensation grid has been updated for clarity with refined language for international demonstrators, as well as language added for featured speakers and collaborative demonstrators.

Jeff recommended that the Board approve the updated demonstrator compensation grid. Wayne Furr made a motion to approve the demonstrator compensation grid. David Heim seconded the motion which was unanimously passed.

SYMPOSIUM SELECTION COMMITTEE REPORT

Jeff Brockett reported that the Committee finalized the list of all demonstrators for the Raleigh Symposium. He said it is a good overall list and a very balanced group.

Jeff indicated the Committee has finalized the “invited” list of demonstrators for the Louisville Symposium. The names are currently confidential.

Jeff confirmed that Andy Cole is part of the Selection Committee.

REINSTATMENT OF THE PUBLICATIONS COMMITTEE

David Heim reported that he believes the Publications Committee should be reinstated. He said that the Board does not need to take any formal action to reengage the Committee.

Discussion ensued about the need for a Publications Committee. It was noted that most oversight takes place in the Vision 2020 Committee. The Board discussed whether additional supervision of publications is currently needed and if the Committee would fill a strategic need in the future.

BYLAWS

John Ellis stated that the bylaws and procedures are not currently compatible and need to be updated.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CALENDAR FOR 2018

- November 17, 18 – St. Paul (November 16 fly-in day)
- December 19 – Conference call
- January 12 and 13 (January 11 fly-in day) in Raleigh

ADJOURNMENT

Jeff Brockett made a motion to adjourn the meeting. Molly Winton seconded the motion and the meeting concluded at 7:19 p.m. CST time on Thursday, October 18, 2018.

Respectfully submitted,
Kathleen Duncan, Secretary