

AMERICAN ASSOCIATION OF WOODTURNERS

Board of Directors Meeting

April 23, 2020

CALL TO ORDER

A regular meeting of the AAW Board of Directors convened via Zoom teleconference, at 3:05 p.m. Central Time on Thursday, April 23, 2020, with President Greg Schramek presiding.

The following Board members were present: Rick Baker, John Beechwood III, Jeff Brockett, Andy Cole, Janet Collins, Joe Dickey, Kathleen Duncan, and Ken Ledeen. Also, in attendance were Managing Editor Josh Friend and staff members Linda Ferber, Phil McDonald, and Kim Rymer.

The meeting was monitored by several AAW members.

APPROVAL OF MINUTES

Greg Schramek called for corrections to the minutes of the Board meeting held on March 19, 2020. There were no corrections. Rick Baker made a motion to approve the minutes. Kathleen Duncan seconded the motion and the minutes of the March 19 meeting were unanimously approved as presented.

Greg called for corrections to the minutes of the Special Board meetings held on March 26, 27, 30, and April 2, 2020. There were no corrections. Jeff Brockett made a motion to approve the minutes. John Beechwood III seconded the motion and the minutes of the special meetings were unanimously approved as presented.

SAFETY COMMITTEE

Use of Face Shields

Rick Baker reported that he is reviewing the AAW Handbook and issues have surfaced regarding clarity of the AAW Safety Policies regarding: 1) use of face shields, and, 2) demonstrator use of face shields at the Symposium. He explained that it is AAW's mission to teach others woodturning. Rick referenced a proposed Board Safety Policy in the Board packet. He summarized prior Board concurrence that it is critical that new and inexperienced turners learn proper safety techniques. Therefore, all demonstrations in any form, including, but not limited to live demonstrations at AAW sponsored events, videos sponsored by or distributed by AAW, and articles published by AAW in any medium, must follow these safety procedures. If a demonstrator cannot or will not follow these procedures, they cannot demonstrate at AAW sponsored events and AAW will not distribute or publish their nonconforming material. Rick noted that it is important to set a good example for new turners. Safety glasses are not enough, even for spindles and similar projects. He said turners may do anything they want in their own shops, but for all AAW materials and sponsored events, a face shield must be worn. Discussion followed.

Rick stated that all revisions to the AAW Bylaws, Governance, and Handbook will be officially approved at one time and will be completed in the next couple of months.

FINANCE COMMITTEE

Financial Reports

Joe Dickey summarized the financial reports for March and noted the following points:

- Income Statement, unadjusted year-to-date: \$90.7k (\$67.7k favorable to budget)
- Income statement, adjusted year-to-date: \$38.7k (\$2.6k favorable to budget)
- Income Statement, 2020 year-end forecast: \$15.0k (\$159.0k favorable to budget)
- March 31 "Cash-on-Hand": \$1,134k
- Year-end Forecast "Cash-on-Hand": \$1038k

Joe Dickey reported that David Wahl has become a member of the AAW Finance Committee.

Phil McDonald stated that the financial forecast represents all current information. At present, the worst-case outcome for the 2020 AAW Symposium is a projection for a net loss of about \$180k. Transferring this to the overall AAW income statement, we project about a \$15k net loss for the year. However, the April projections are likely to change give other variables being watched, including anticipating the insurance company will find merit in the claim for financial damages.

Phil indicated the Federal Paycheck Protection Program (PPP) loan application has been submitted through Bremer Bank and is pending. Presuming Congress authorizes additional funding, we would be eligible for about \$80k as a forgivable loan.

Joe reported that AAW has received confirmation that the Kaplan donation has been appraised per IRS guidelines and the value of the gift is \$235k. The 2020 revenue budget assumed a \$70k value, producing a \$165k favorable variance to that revenue line item, which will be reflected in the April reports. Whether, how and when the gift will be monetized or put to other use will be determined at a future time.

Phil stated he has had preliminary conversations with auditors on how to treat the gift on financial reports. The Finance Committee is pursuing remaining questions about the accounting treatment.

EXECUTIVE DIRECTORS'S REPORT

Membership

Phil McDonald reported that AAW met its membership acquisitions target for March and dues revenue was essentially on budget. Acquisitions and dues revenue have stabilized over the past two months with respect to 2020 budget targets. He noted that with the new system in place, AAW has improved reporting and staff are becoming more comfortable with the reporting capabilities.

Virtual Symposium Concept

Phil referenced the outline of the 2020 Virtual Symposium Concept in the Board packet, which was based on ideas from staff, Board, volunteers, and others. He asked for Board endorsement of the concept to move forward based on the outline.

Phil said that he, along with Janet Collins, as Symposium Chair, and Board members who are willing, can then begin to draft the details. He explained the event would engage a larger audience, be a combination of live and prerecorded activities, and occur over three days. AAW needs to be absolutely certain the expectations are realistic and that we can pull it off at a professional level.

Greg Schramek indicated that although there is no associated revenue stream, there is an expense stream. He said the virtual event is a huge opportunity to reach out to membership and others, and he expects more people to participate. Greg noted that AAW has an obligation to hold a members meeting.

Discussion followed which included that the focus of the virtual event should be on quality not on revenue stream and the importance of keeping the virtual event simple.

Phil noted that the live auction experience can be delivered without people in the room, but AAW needs to decide when to hold the auctions and the spacing. The cost is roughly \$4,500 split between two auctions. He explained that Tib Shaw, AAW curator, is building the online auction catalog. Discussion ensued over auction details and dates.

DEMONSTRATOR SELECTION COMMITTEE

Omaha Invited Demonstrators

Janet Collins reported that the Demonstrator Selection Committee discussed a new list of invited demonstrators to accommodate Louisville demonstrators. She said the list will be provided to the Board for approval in the very near future.

AAW HANDBOOK

Revision to Section K of the Handbook

Jeff Brockett reported that he and Andy Cole spent considerable time on the revision to Section K of the AAW Handbook. They removed the language about the POP Committee providing up to four positions that would be compensated.

Andy Cole stated that he is happy and satisfied with the first document referring to revision "K" which was included in the Board packet, but is not in agreement with the second document referring to "revisions to compensated symposium positions". The updated Section K will be incorporated for approval when the Bylaws Committee completes the full AAW Handbook revision.

Change on Compensated Positions

Jeff explained that the compensated positions are filled by individuals who would work on very specific tasks, not go to rotations, and work harder than Board members. The roles and job descriptions are flexible and may change from year to year depending on needs. He said Omaha will have specific challenges. The local leads will have up to six compensated positions that may be given to volunteers that have lots of responsibilities and may even lead large groups of volunteers.

BOARD HANDBOOK

Rick Baker reported with an update on the work underway to thoroughly revise the 159-page Board Handbook to make it more understandable, make information easy to find, and consistent with Bylaws.

NOMINATIONS COMMITTEE

Kathleen Duncan indicated that there are six candidates who have already been sent packets. Five of the candidates have already been interviewed and she is expecting one more applicant. Kathleen indicated preference for capturing candidate video statements remotely this year. She indicated she will be approaching a volunteer to assist with this.

UNFINISHED BUSINESS

None

NEW BUSINESS

Omaha Projected Attendance

Jeff Brockett suggested that projected attendance for the Omaha Symposium (post-COVID-19) should be discussed.

Greg Schramek explained that the Board should focus on the presentation to membership in June, keep AAW's options open for as long as possible, and if AAW decides on a reduced demonstrator presence in Omaha, it is easier to ramp up than ramp down.

Phil McDonald noted that AAW will have cancellation coverage for Omaha, but it is the last Symposium that will have a policy that covers communicable diseases.

Greg stated that the topic will be discussed during the Board meetings in June and July.

UPCOMING MEETINGS

All Thursday video conferences will be held at 4:00 p.m. Eastern time / 3:00 p.m. Central time.

- May 21
- Jun dates cancelled and need to be reschedule
- Jul 9
- Aug 20
- Sep 17
- Oct 22
- Nov 14 & 15 (arrive Saint Paul Fri 11/13)
- Dec 17

ADJOURNMENT

Jeff Brockett made a motion to adjourn the meeting. Kathleen Duncan seconded the motion and the meeting was unanimously adjourned at 4:35 p.m. Central Time, on Thursday, April 23, 2020.

Respectfully submitted,
Kathleen Duncan,
Secretary