

AMERICAN ASSOCIATION OF WOODTURNERS

Meeting of the Board of Directors
Saturday & Sunday, November 13-14, 2021

CALL TO ORDER

A regular meeting of the AAW Board of Directors convened at 8:30 a.m. Central Time on Saturday, November 13, 2021, at the St. Paul Hotel, St. Paul, MN, with President Mike Summerer presiding.

The following Board members were present: Rick Baker, John Beechwood, Linda Britt, Jay Brown, Sally Burnett, Andy Cole, Joe Dickey, Mike Summerer, and Molly Winton. Also in attendance were staff members Phil McDonald, Jennifer Newberg, Kim Rymer, and Managing Editor Josh Friend. Newly elected Board members for 2022, Chuck Lobaito and Kimberly Winkle, monitored the meeting.

APPROVAL OF MINUTES

Mike Summerer called for corrections and/or changes to the minutes of the regular Board meeting held on October 20, 2021. One change was indicated. Jay Brown made a motion to approve the minutes of the meeting. Linda Britt seconded the motion, and the minutes of the meeting were unanimously approved.

EXECUTIVE SESSION

Linda Britt made a motion for the Board to enter Executive Session. Andy Cole seconded the motion, which was unanimously approved. The Board entered Executive Session and returned to the regular meeting at 9:15 a.m.

FINANCE COMMITTEE

Treasurer's Report

Financial Reports

Joe Dickey summarized the financial reports for October 31, 2021, and noted the following:

- Income Statement, unadjusted year-to-date: \$114.7k (gain, \$6.9k unfavorable to budget)
- Income Statement, 2021 year-end forecast: \$26.3k (gain, \$9.2k unfavorable to budget)
- October 31 "Cash-on-Hand": \$1,385.0k
- Year-end Forecast "Cash-on-Hand": \$1,362.0k

Joe noted the following points:

- The Small Business Administration confirmed the PPP loan has been forgiven. The loan liability of \$81k will be transferred to the income statement effective for the November reporting period. Forgivability was anticipated and is already factored into year-end forecasts.
- The \$28K potential contract cancellation exposure is highlighted in the notes section.
- Actual unrestricted reserves as of October 31, 2021 were nearly \$520k.

Independent Auditor Approval For 2021 Audit

On behalf of the Finance Committee, Joe Dickey made a motion to engage Olsen-Thielen as the AAW independent auditor for all 2021 tax return, financial audit, and other services. Rick Baker seconded the motion, and the motion was unanimously approved after discussion.

LONG-TERM PLANNING COMMITTEE REPORT

Mike Summerer provided background about the Long-Term Planning Committee's work as an extension of planning and progress undertaken during implementation of the Vision 2020 implementation. The Committee has identified four strategic issues as central to the framework for an updated strategic plan:

- Plateauing of membership.
- Impact of virtual programming.
- Strength of relationship with chapters and how to leverage the connection.
- A current revenue model dependent on membership dues. Should that be changed/diversified?

Discussion followed.

FISCAL YEAR 2022 BUDGET PROPOSAL DISCUSSIONS

Supplemental Budget Proposal

Phil McDonald recapped progress to-date in the development of the 2022 operating budget, while noting 80% of AAW income is derived from membership dues and the AAW Symposium. The proposed budget for 2022 does not shift these percentages. He reported all revenue projections are conservative and noted the following points:

- Chapters have been the biggest source of new members. Changes in patterns have been difficult to assess in the past year due to Covid-19.
- Escalation in Publications expense and inflation affecting other expense categories.
- Virtual programming: AAW has acquired revenues through new programming that did not exist prior to 2020. However, demand for virtual programs is in flux and difficult to project into the future.
- The budget proposal anticipates a return of conditions more like pre-COVID.

Phil stated staff is proposing a supplemental budget focused on investments in services and service infrastructure to increase capacity and grow the membership base.

Mike Summerer indicated there has not been a membership dues increase since 2016 and costs are going up in the current environment. AAW has endeavored to hold dues down and it will be nearly six years since the last increase.

Discussion followed addressing factors contributing to escalation in expenses.

Rick Baker made a motion to increase General/Individual annual membership by \$8. Molly Winton seconded the motion which was unanimously approved.

Discussion about the communications planning ensued. Josh Friend advised about lead times for printing announcements in the *American Woodturner* journal.

Mike Summerer recommended the announcement precede implementation. He suggested a March 15, 2022 implementation date giving members time to renew early.

John Beechwood made a motion to implement the membership dues increase on March 15, 2022. Linda Britt seconded the motion and the motion was unanimously approved.

Jen indicated factors impacting a mid-month implementation need to be identified.

Publications Initiatives

Josh Friend presented an overview of his role as managing editor and highlighted initiatives undertaken since 2014. He outlined a conceptual proposal for producing Woodturning Fundamentals as a hard-copy publication. Discussion about the merits of the concept and potential expenses ensued.

AMERICANS WITH DISABILITIES ACT (ADA)

All of the Board members and staff in attendance viewed a training video covering employer requirements under the Americans with Disabilities Act (ADA).

SYMPOSIUM COMMITTEE

2022 Chattanooga Update

Jay Brown indicated the Chattanooga Symposium Committee members are Rick Baker, Ana Lappegard, Linda Britt, KC Kendall, and Jim Dvorak (local lead). The event is June 23-26, which is only seven months away.

Jay Brown, Rick Baker, Jennifer Newberg, and Linda Britt were in Chattanooga on August 18 for a site visit, and Jay provided a complete summary.

Selected Demonstrators

Selected demonstrators have been identified but the individuals have not been notified yet. Some alternates have been identified in case someone drops out.

Schedule

A draft of the rotation schedule has been presented and color-coded. POP panel discussions are included.

Jay reported the “First Timers Orientation” meeting at 4:30 p.m. on Thursday is new to the schedule and will include a welcome, general guidance, information about the phone app, handout book, etc. Mike Summerer suggested the session be recorded and replayed on Friday. Kimberly Winkle suggested some of the information be pre-recorded and distributed for viewing ahead of the symposium. Jay also noted the following points in the schedule:

Thursday

- Opening Ceremony 5:30-6:00 p.m.
- Trade Show preview 6:00 p.m.

Friday

- Chapter Leadership meeting 12:30-1:30 p.m.

Saturday

- Member Meeting (broadcast live to membership not in attendance) 12:30-1:15 p.m.

Changes

- “Learn to Turn” for attendees and walk ins (adults).
- 10 rotations instead of 11, eliminating last Sunday rotation.
- Trade Show and Instant Gallery will close at 1:00 p.m. on Sunday (an experiment) to save costs of Monday pack up.
- One room has been allocated as the “Web Room,” where demonstrations will be recorded for video. It has a slightly different set up.

Board Assignments

- Jay Brown, Head Custodian
- Mike Summerer, General Duties
- Rick Baker, Audio Visual
- Linda Britt, Youth and Special Programs
- John Beechwood, Safety
- Molly Winton’s Replacement: Trade Show and Vendors
- Tool Room, to be determined

- Instant Gallery, to be determined
- Sally Burnett, Exhibitions
- Chuck Lobaito, Registration

Covid-19

Jay asked the Board to review the COVID-19 statement that will accompany 2022 AAW Symposium registration. The Board was in unanimous support of the statement.

Hybrid Concept

Jay reported on Committee discussions about introducing a virtual component during the 2022 AAW in-person Symposium. Various among several possible models were addressed for creating an event experience for virtual attendees. Broad interest was expressed for continued planning with the objective of identifying a model for capturing elements from the in-person Symposium experience for a virtual audience.

Symposium Registration Fees

Jay stated costs will be higher for the Chattanooga Symposium for a variety of reasons including inflation and suggested the Board consider a modest increase in symposium registration. He said the Symposium Committee recommends an increase of \$20.

On behalf of the Symposium Committee, Jay Brown made a motion to increase individual member registration by \$20. Rick Baker seconded the motion and the motion was unanimously approved.

Phil McDonald indicated AAW staff will determine the increased costs for other registration types based on the approved \$20 increase.

Warehouse Inventory

Jay stated an inventory of the warehouse has been completed and there are a total of 27 crates. The Committee will submit a budget request in December for items that need replacement.

Youth Program

Linda Britt indicated that past symposia have engaged 20-25 youth each year in the symposium's youth program. She suggested changes including reducing the number of lathes. Discussion ensued over the potential other ways to use the hands-on lathes.

Beads of Courage

Because of Covid-19 restrictions, it will be necessary to confirm with Beads of Courage whether their presence in Chattanooga will be possible.

2024 Host City Selection Update

Jay provided the following update on future host cities:

- 2023 – Louisville
- 2024 – Prospective host city selection is still underway by the Symposium Committee

- 2025 – Minneapolis-St. Paul, Florida, and Baltimore are on the tentative list for consideration.

POP COMMITTEE

New Chair

Andy Cole indicated that Kimberly Winkle will take over as chair of the POP Committee in 2022.

Merit Award

The POP Committee has compiled a list of prospective Merit Award recipients, made a its selection, and has identified back-ups in case an awardee declines.

Artist Showcase

The POP Committee received 15 applications for the Artist Showcase. They narrowed the list, and selected two recipients and two alternates.

POP Panels for 2022 Symposium in Chattanooga

The topics and panelists have been selected for the 2022 Symposium in Chattanooga and will be announced later.

Symposium Instant Gallery Awards: Juror

Andy stated the POP Committee would like to be able to provide compensation, as well as hotel, travel expenses, and banquet registration for the outside lead juror.

Jay Brown clarified the current juror policy from the Symposium manual.

There was discussion around changing one or both of the symposium critique names to avoid confusion over the similar titles.

Fellowship Grants

Andy explained there is an open call for Fellowship Grants every “odd” year.

Themes for Exhibitions

Andy stated the POP Committee picks exhibition themes for each year along with invited artists and selected applicants.

Symposium Committee

Andy said the Symposium Committee manual states there should be a representative from the POP Committee on the Symposium Committee.

TURNERS WITHOUT BORDERS (TWB)

John Beachwood presented a report prepared by the TWB Committee highlight TWB history, including initiatives undertaken in 2021. The Committee has developed a broader vision about how AAW might expand its presence and how AAW can impact woodturning around the globe.

Sally Burnett said AAW is the world's largest woodturning association and suggested swapping AAW resources with other countries that have woodturning resources. AAW needs to think about how it can benefit non-Americans. Consensus was reached to request the TWB return to the Board with a terms of reference statement.

GRANTS COMMITTEE

Molly Winton reported that John Beechwood will be taking over the Grants Committee as chair in 2022.

The Education Opportunity Grants (EOG) application deadline is December 31. There are 27 applications that have been received so far and more may come in before the deadline. The EOG budget is \$15k and there are no lathes to give away this year.

WIT Grants tend to be quarterly and are vetted through the WIT Committee first and brings the results to the Grants Committee.

Net revenue from the annual POP auction are restricted and used for funding various activities including the POP Fellowship Grants. Funding for EOG comes from the annual operating budget.

WIT COMMITTEE

Linda Britt reported that Kimberly Winkle will take over as chair of the WIT Committee in 2022, replacing Kathleen Duncan.

The Committee has no additional events scheduled for the remainder of the 2021.

FOLLOW-UP APPROVALS

2022 Selected Demonstrators

On behalf of the Symposium Committee, Jay Brown made motion to approve selected demonstrators for 2022. Rick Baker seconded the motion which was unanimously approved.

2022 POP Panels/Panelists

On behalf of the POP Committee, Andy Cole made a motion to approve the list of POP Panels and Panelists for 2022. Rick Baker seconded the motion which was unanimously approved.

REGIONAL SYMPOSIA

Phil McDonald encouraged Board members to attend Regional Symposia to represent AAW. He asked that Board members let AAW staff know if they are planning to attend a regional event.

Upcoming Regional Events

- TAW (Jan) – Jen Newberg will attend.
- Florida Woodturning Symposium (February 18-20, 2022)
- Totally Turning (March) – Mike Summerer will tentatively attend.
- Turn on Chicago (July)
- SWAT (August)
- MidAtlantic (September)
- OVWG (October)
- Virginia (November)

The meeting recessed for the day and resumed on Sunday, November 14 at 8:00 a.m.

2022 BOARD OF DIRECTORS APPROVALS

Mike Summerer asked the Board to approve Linda Britt as chair of the Nominating Committee for 2022.

- Yea: 8
- Nay: 0

Mike Summerer asked the Board to approve the following slate of Executive Officers for 2022: President - Mike Summerer, Vice President - Linda Britt, Treasurer - Chuck Lobaito, Secretary - Jay Brown.

- Yea: 8
- Nay: 0

Mike Summerer asked the Board to approve Dale Larson as chair of the Ethics Committee, with Rick Baker as Ethics Committee liaison, for 2022.

- Yea: 8
- Nay: 0

EXECUTIVE SESSION

Mike Summerer made a motion for the Board to enter Executive Session. Rick Baker seconded the motion which was unanimously approved. The Board entered Executive Session and returned to the regular meeting at 8:34 a.m.

HONORARY LIFETIME MEMBER

Andy Cole made a motion name Kip Christensen as Honorary Lifetime Member for 2022. Rick Baker seconded the motion which was unanimously approved.

ADA/CONFLICT OF INTEREST POLICIES

Phil McDonald indicated he will provide Board members with links to the AAW's ADA and Conflict of Interest policies for review. Board signatures will be needed in January.

Potential conflicts and importance of transparency, potential conflicts, remuneration, etc. were discussed.

UNFINISHED BUSINESS

Linda Britt, Chair of the Nominations Committee, requested Board members forward names of suggested Board candidates.

NEW BUSINESS

International Wood Culture Society (IWCS)

Sally Burnett referred to the TWB discussion and a recommendation that AAW reestablish its relationship with the International Wood Culture Society (IWCS), including inviting IWCS representatives to the AAW Symposium. Phil McDonald indicated support to the TWB in offering a formal invitation.

UPCOMING BOARD MEETINGS

All remote sessions will be held at 4:00 p.m. Eastern Time except where noted.

- December 16 – Remote
- The 2022 Board calendar will be determined at the December meeting.

ADJOURNMENT

Andy Cole made a motion to adjourn the meeting. Joe Dickey seconded the motion, and the meeting was unanimously adjourned at 8:55 Central Time, on Sunday, November 14, 2021.

Respectfully submitted,
Jay Brown, Secretary