

AMERICAN ASSOCIATION OF WOODTURNERS

Board of Directors Meeting (Draft Minutes)

December 15, 2022

CALL TO ORDER

A regular meeting of the AAW Board of Directors convened at 3:00 p.m. Central Time on Thursday, December 15, 2022, via teleconference with President Mike Summerer presiding.

The following Board members were present: John Beechwood, Linda Britt, Jay Brown, Sally Burnett, KC Kendall, Chuck Lobaito, Mike Summerer, and Kimberly Winkle. Also in attendance were staff members Phil McDonald, Jen Newberg, and Ron Day monitored the meeting.

APPROVAL OF MINUTES

Linda moved minutes from 11/19/2022 and 11/20/22 be approved, seconded by John. Motion passed.

CONSENT AGENDA ITEMS

No consent agenda items were raised.

FINANCE REPORT

Treasurer's Report/Financial Reports

Chuck Lobaito summarized the financial reports for November 30, 2022, and noted the following:

- Income Statement, unadjusted year-to-date: (\$359k) (loss, \$367k unfavorable to budget)
- Income Statement, 2022 year-end forecast: (\$139k) (loss, \$159k unfavorable to budget)
- November 30 "Cash-on-Hand": \$1,088k
- Year-end Forecast "Cash-on-Hand": \$1,192k
- November 30 Membership Income: \$64.3k (\$5.5k unfavorable to budget)
- Year-to-Date Membership Income: \$693.34k (\$34.5k unfavorable to budget)

Chuck further explained that \$275k of the reported year-to-date loss is attributable to unearned loss in the respective AAW mutual fund investment portfolios.

ED REPORT

Phil reported that Matt Brubaker is the new Marketing and Communications Director, who will report for work on January 17, 2023. He was formerly Marketing Director for National Recreation and Parks. He is from Percival, VA.

Phil provided the status of the insurance portfolio and a summary of Chapter participation in the AAW Insurance Plan. Phil advised that event cancellation insurance has been bound for the 2023 and 2024 Symposium. Insurance will be obtained for 2025 once contracts are signed.

Phil updated on the transition plan progress working with Patty Wilder, noting that all staff interviews have taken place to-date.

COMMITTEE UPDATES

Jay added to the written symposium report. The committee is highly impressed with the finalist city for the 2025 symposium. No contract to date so this information is confidential. Contact has been made with the Louisville demonstrators regarding the hybrid portion of the symposium and all are fully supportive of the AAW's plan to have their demos added to our virtual event for 90 days.

KC reported on behalf of the Demonstrator Selection and Program Committee that all demonstrators - invited and applicants - have received their contracts for Louisville, and contracting is underway for invited Portland demonstrators. Plans are still being completed for the virtual experience in Louisville, including plans for a third channel. He advised that Rebecca DeGroot and Emma Cook are scheduled for upcoming AAW Presents. The committee is working on events for 2023 and are looking at trying some different avenues.

KC provided an update on the activities of the Fundraising Committee. The Committee at present consists of KC, Reid Zimmerman, John Green, Joe Dickey, Phil, and Jen. Priority is on the end of year fundraising campaign and the Committee will be reaching out to personally contact a select number of members who donated at least \$250 in 2022. Talking points are being developed. Board members may be asked to make thank you calls to donors. The staff team is mailing out letters and tracking donations. A database is being created to track donor information. The committee is also looking into grant and foundation opportunities. Reid will attend a Minnesota Grants Makers meeting. Reid has 40 years' experience in the non-profit world. The Board was reminded they should also support the AAW financially.

Linda reminded Board members the Nominations Committee would like each Board member to send her at least five names of prospective Board members for her committee to reach out to and request them to run for the Board. Suggestions on the skills needed would also be appreciated.

Mike indicated that the volunteer compensation matrix report has been moved to January. This matrix should include criteria for how we compensate and award volunteers. Changes to the symposium handbook includes updated information on volunteer compensation, with exception of compensation for POP committee members who attend symposium. Changes to the handbook will be ongoing, but the latest version will be distributed at the January board meeting.

NEW BUSINESS

Mike thanked John Beechwood for his three-year term as a board member. John is planning to stay active on several committees.

Kimberly asked for clarification on who reviewed and selects grant award winners. Phil advised that POP and WIT make recommendations to receive their grants, which then go to the Grants committee to make the final approval. Mike indicated the issue will be revisited next month.

EXECUTIVE SESSION

The Board went into a brief executive session.

EXIT EXECUTIVE SESSION

Linda made a Motion, seconded by Sally, to designate year-end bonuses for the AAW staff. Motion passed.

ADJOURNMENT

Meeting chair Mike Summerer made a motion to adjourn the meeting because all business was complete. No second was needed, and the Board meeting was unanimously adjourned at 4:58 EST.

Respectfully submitted,
Jay Brown, Secretary