

Seattle Woodturners | Board Meeting Minutes

Tuesday, June 1, 2021

Zoom Session

6 – 8 pm

Present: Russ Prior, Jim Hogg, Robin Brown, Randi Aiken, Jim Steck, Elizabeth Weber, Barry Roitblat, Earl Bartell

Absent: Tim Tibbetts, Sylvia Wayne

Others: Jim Kief, Steve Geho

Key

Actions

Completed Actions [removed from subsequent Minutes]

Document Archive

Documents presented or discussed during meetings are uploaded to Google Drive:

[Seattle Woodturners' Documents](#)

Agenda

1. President calls meeting to order
2. Secretary calls attendance; confirms quorum
3. Minutes from May 4, 2021 – Review and Approve
4. Minutes – Actions Arising
5. Finance Report (*Robin Brown*)
 - i. Auction Summary
 - ii. Seri Robinson Demo Ticket Sales
6. Auction Committee (*Elizabeth Weber, Jim Kief, Steve Geho*) – Auction report
7. In-person Board Meetings
8. Tool Swap Venue
9. Tool Purchase – flat files, 7th set of lathe tools
10. Executive Session
 - i. Replacing Vacated Board Position
 - ii. Disposition of Auction Proceeds
11. Scholarship and Outreach Subcommittees
12. Posters for Outreach Demos (*Barry Roitblat*)
 - i. Logo Redesign
13. Around the room
 - i. Seri Robinson Demo Registration for Club Website
 - ii. Wood Rats Update
 - iii. Transferring Library Resources
 - iv. In-person Membership Meetings

3. Minutes from May 4, 2021

Approved, as read.

4. Minutes: Actions Arising

Active:

- Tim Tibbetts to digitize VHS resources for club library – external drive mailed to Randi Aiken for review and uploading to club website
- Russ to reach out to VFW in regards to hosting Seri Robinson demo – After lack of response from VFW, Wood Tech Center remains best venue option
- Russ to contact East Shore Unitarian Church in regards to hosting tool swap – ESUC did not respond; parking lot available at Lakeside Industries in Issaquah; Earl Bartell contacted Unity of Bellevue (available Saturdays with donation to church)
- Randi Aiken to edit Eileen Collins' Sawdust Session – done; will move on to Joe Cornell's Sawdust Session on piercing next
- Barry Roitblat, Jim Kief to secure club meeting venue – still no responses; Russ Prior reached out to Mercer Island VFW Hall and they are available; Russ Prior, Barry Roitblat and Jim Kief to connect with MIVFW and tour site, investigate trailer access
- Jim Steck to make recommendation regarding management and maintenance of relevant digital files (especially images and video) – in progress
- Jim Steck to take inventory of club account usage – in progress: inventory draft completed; Jim Steck to investigate bank account permissions with Robin Brown

Pending/Upcoming:

- Jim Steck to work with Tim Tibbetts on printing new club brochures [awaiting branding redesign and Board approval]; Jim Steck to notify membership of rebranding in subsequent newsletter;
- Jim Steck to create members-only page for club website (populated with 3 videos from Burt Hovander as well as Russ Prior's sharpening demo); Jim Steck to announce club YouTube channel and member-only content page via email to membership [awaiting Board approval]
- Randi Aiken to edit Joe Cornell's Sawdust Sessions [awaiting Joe's initial edit]
- Randi Aiken to review Bonnie Klein's videos for uploading to club YouTube channel – [awaiting processing of current Sawdust Sessions; have received external drive in mail from Tim Tibbetts]

5. Finance Report (*Robin Brown*)

i. Auction Summary

P/L Report through May 31st was reviewed. The online pilot auction was a great success, netting \$3,788.39 in donations. **Robin Brown to transfer surplus funds from operating account to capital (reserve) account, maintaining \$6,000 in operating account as defined in budget.** The gross and net donation figures from the auction were reviewed (after 3% in fees to both PayPal and 32auctions services). See P/L Report for May 2021 for detailed breakdown.

An updated membership list through May 31st was presented, with a few additional new members.

ii. Seri Robinson Demo Ticket Sales

The number of tickets sold for the upcoming Seri Robinson demonstration/workshop was provided (14 to date).

6. Auction Committee (*Elizabeth Weber, Jim Kief, Steve Geho*) – Auction report

The auction greatly exceeded expectations, raising over \$3,700 for club operations (e.g. special programming/club equipment), community outreach and scholarships. The event drew approximately 20 bidders overall as well as hundreds of auction website hits. Of note, the physical items up for auction represented a minor portion of the donations received, and the experiences sold out right away. The winners have been mailed their respective items and/or contacted regarding signage services. **Earl Bartell to reach out to Pat Boone regarding play date; Robin Brown to reach out to the remaining play date winners.** The board felt the auction website tool itself was robust enough to be useful for future auctions, which the board plans to pursue. Pre-registration, however, was noted to be a potential barrier to participation. In future auctions, the board aims to provide a clear mission to the membership and to enact this mission in a timely manner. It was felt that the general donations process should be simplified, potentially using PayPal to specify any particular fund allocations. The board hopes to draw a broader participation base in the future by curating more items and allowing participants more time (approximately one week in advance) to peruse auction items prior to the commencement of bidding. **Auction committee to survey membership regarding auction experience (participation levels, interest in future auctions, suggestions for improvement, clarity of mission).** Future auctions will retain different levels of pricing and item choices as well as the option to donate directly, especially in relation to scholarships.

7. In-person Board Meetings

A return to in-person board meetings was proposed. The board feels amenable to this starting in July. **Russ Prior to reach out to Madison House and Ken Zaburo Sushi in Kirkland regarding the availability of their facilities. Russ Prior to email board members with final details.**

8. Tool Swap Venue

Following a lack of response from East Shore Unitarian Church in regards to hosting the club's tool swap, the parking lot at Lakeside Industries in Issaquah has been secured.

9. Tool Purchase – flat files, 7th set of lathe tools

The board has agreed to purchase a 7th set of lathe tools for the club as well as a flat file and wax to accompany each set. Eileen Collins has prototyped a tool pouch for storing

each tool set and will move forward with production of six more pouches with the intention of completing these prior to David Lutrick's June 26th Sawdust Session. **Russ Prior to purchase tools and wax using discretionary funds in combination with budgeted small tool purchase funds (\$100).**

10. Executive Session
Start time: 6:55

i. Replacing Vacated Board Position

The need to fill the recently-vacated board position (Member at Large #3) was considered, given the minimum board size of nine stated in the By-Laws, as well as the qualifications of the proposed candidate (Andy Firpo) in filling this position if warranted.

ii. Disposition of Auction Proceeds

The process for proper disposition of auction proceeds was discussed (including non-designated monies and donations designated to specific funds) as well as the role of potential outreach and scholarship subcommittees in determining usage of funds.

End time: 7:10

After resuming board meeting, a motion was made to fill the vacant Member at Large #3 board position. The motion passed. A second motion was made to nominate Andy Firpo to fill the vacant board position. The motion passed. **Russ Prior to communicate with Andy Firpo regarding nomination to the board** with service beginning immediately for the unexpired term of the predecessor. **Jim Steck to add Andy Firpo to execboard email list.**

11. Scholarship and Outreach Subcommittees

Discussion surrounded the revival of the community outreach subcommittee and the establishment of a scholarship subcommittee to develop ideas on how to use the designated donation funds from the auction. Earl Bartell (chair), Barry Roitblat and Jim Kief have volunteered to serve on the community outreach subcommittee. Elizabeth Weber, Barry Roitblat and Jim Hogg have volunteered to serve on the scholarship subcommittee. **Community outreach and scholarship subcommittees to develop respective proposals over the next two months regarding the use of designated auction donation funds to bring to the board and subsequently to the membership for approval.** The idea of providing confidential membership dues assistance was shared for consideration. Concern was raised about the legal implications of having non-board members on subcommittees involved with financial decision-making. It was noted that final approval does not lie with the subcommittee itself, and also that appointing board members incurs less risk but involves fewer voices. From the By-Laws, Article V, K.: *"Persons serving on the committee may be Officers, members, or if deemed appropriate, from the community at large and will be chosen by the committee chairperson."*

12. Posters for Outreach Demos (*Barry Roitblat*)

The community outreach subcommittee (*Earl Bartell, Barry Roitblat, Jim Kief*) are in the process of organizing a four-hour woodturning demonstration for the art walk in Issaquah on July 3rd. Jim Hogg has offered the use of the trailer as necessary. **Russ Prior to provide the outreach committee with 25 brochures. The outreach committee is requesting a budget of \$200 for the creation of 3-4 laminated infographic posters for display during community events** explaining topics ranging from the woodturning process to types of woodturning. The board feels this is worth pursuing.

13. Logo Redesign

The board is of the opinion that the club's logo is outdated and not reflective of the club's identity or of Seattle more generally. Jim Steck and Randi Aiken have volunteered to update the club's logo and brochures. It was suggested that new branding identify the club more generically as the Seattle Woodturners in lieu of the current rather specific but awkward name: Seattle Chapter, American Association of Woodturners. Concern was expressed about the amount of time the design process may require. **It was proposed that the logo committee commission three logo designs for the board to choose from or to further refine.** A motion was passed to free up \$300 from the discretionary and outreach funds to this end. The board feels it is best to hold off on printing new promotional materials until the logo redesign is completed, and new brochures for the upcoming art walk were not deemed necessary at this point.

14. Around the room

i. Seri Robinson Demo Registration for Club Website

A member contacted Russ Prior about having difficulties signing up for Seri Robinson's demonstration through the club's website. (Registration page link was initially sent via membership email instead of hosting webpage directly on club website.) **Jim Steck to add demo registration link to club website.**

ii. Wood Rats Update

Earl Bartell, head Wood Rat, currently has a large cache of donated wood blanks from George Baskett, many heavy and uncovered, in his backyard that need to find homes. **In favor of timeliness, Earl Bartell to hold Wood Rats event in his driveway.** Additionally, Bob Forgie has more large pieces for donation. **Earl Bartell to reach out to Bob in this regard.** Barry Roitblat has offered to help with moving this wood as necessary.

iii. Transferring Library Resources

Earl Bartell has also received some items belonging to the club library from a former club librarian. **Earl Bartell to provide these items to Brian Flippin, the club's current librarian.**

iv. In-person Membership Meetings

The idea of beginning in-person membership meetings in September was raised. Given the difficulties in confirming a meeting venue at present, the board is reluctant to commit to a date sooner than January 2022. There was some discussion regarding best practices for viewing remote demonstrations scheduled for 2022, when in-person membership meetings are due to resume. The board feels confident the program director will coordinate appropriately with the A/V volunteers in this case.