

## Seattle Woodturners | Board Meeting Minutes

---

**Tuesday, May 4, 2021**

Zoom Session

6 – 8 pm

---

**Present:** Russ Prior, Jim Hogg, Robin Brown, Randi Aiken, Tim Tibbetts, Jim Steck, Elizabeth Weber, Barry Roitblat, Sylvia Wayne, Steve Geho, Earl Bartell

**Absent:** -

**Others:** Jim Kief

---

### 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 March 30, 2021 – Review and Approve
  4. Minutes – Actions Arising
  5. Finance Committee (*Robin Brown, Steve Geho, Brian Flippin*)
    - i. Monthly Report
    - ii. Recommendations: Membership dues deadline; Fund options for donors
  6. Auction Committee (*Steve Geho, Elizabeth Weber, Jim Kief*) – Updates
  7. Programs (*Tim Tibbetts*)
    - i. Updates
    - ii. Call for new Sawdust Sessions coordinator
    - iii. Seri Robinson event leadership discussion
  8. Club branding redesign proposals (*Jim Steck*)
  9. Around the room
    - i. Club library: video tape conversion
    - ii. Adjustments to Coffee Hours
    - iii. Resignation of Steve Geho
- 3. Minutes from March 30, 2021**
- Approved, as read.
- 4. Minutes: Actions Arising**

### Active:

- Barry Roitblat, Jim Kief to find club meeting venue – not receiving any responses

- Russ to reach out to VFW in regards to hosting Seri Robinson demo – not receiving any responses; Wood Tech Center remains the best option at present
- Russ to contact East Shore Unitarian Church in regards to hosting tool swap – Reached out this morning, awaiting reply
- Jim Steck to make recommendation regarding management and maintenance of relevant digital files (especially images and video) – in process
- Jim Steck to take inventory of club account usage – in process
- Tim Tibbetts to inform Bonnie Klein of Board’s decision regarding loaning club lathes – done; Bonnie understanding but remains an advocate for loaning lathes
- Robin Brown to email membership dues reminder to lapsed members – done; minimal response
- Robin Brown to maintain additional compassionate membership list during pandemic (including unpaid members from 2020) – ongoing
- Auction committee to finalize auction website and integrate PayPal with site – done
- Randi Aiken to edit Russ Prior’s sharpening demo – done; have begun editing Eileen Collins’ Sawdust Session from March 27th; Randi Aiken to determine video posting process with Jim Steck
- Barry Roitblat to contact Eileen Collins in regards to adding a ‘Member Discount Opportunities’ section to the club newsletter – done and operational!
- Jim Steck to update email distribution channels for Wood Rats – done
- Jim Steck to clarify wood donation process on Wood Rats webpage/contact form – done; Russ Prior provided feedback

**Pending/Upcoming:**

- Jim Steck to work with Tim Tibbetts on preparing new club brochures - [awaiting branding redesign and Board approval]; Jim Steck to notify membership of rebranding in subsequent newsletter;
- Jim Steck to announce club YouTube channel and member-only content page via email to membership [awaiting edited content]

**5. Finance Committee (*Robin Brown, Steve Geho, Brian Flippin*)**

**i. Monthly Report**

P/L report was presented through April 30th. The club received a donation from the Seattle Foundation (\$500) as well as a donation via a turning made by club member Greg Johnson (\$300). GL insurance was paid this month along with John Jordan’s demo fees. Discussion centered on defining donation funds (e.g. Community Outreach, Operations, Scholarship, General) and the need to establish a policy for managing donations. **Robin Brown and Steve Geho to name and define club donation funds and establish a donation management policy.**

An updated membership list was provided. Currently, the club has more members than last year!

**ii. Recommendations: Membership dues deadline; Fund options for donors**

As above, Robin Brown and Steve Geho to confer in this regard.

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

Auction website was reviewed. The club's PayPal account is now linked with the auction website. Site to be live May 13-16. A link to the auction website will be emailed to the membership. Board discussion concerned the fair pricing of auction items. The logistics and benefits of including links to the artists' websites and the need for definition of specific funds for directing cash donations were also discussed. The Board felt the auction item values should be set by the artists with the minimum bid and buy-now prices reflecting a figure below and above this value respectively (and consistently). The Board was in favor of \$10 increments for bids and \$25 increments for directed cash donations. **Auction committee to reach out to donating artists to set item values and to request permission to list artist's website. Specific funds for cash donations to be defined and described by Finance Committee. Auction committee to send website link out to Board for final review once descriptions and prices have been set.**

**7. Programs (*Tim Tibbetts*)**

**i. Updates**

Donna Zils Banfield has been secured for June's demonstration. Because Donna lives on the east coast, the demo will be 1.5 hours long but at a smaller cost to the club. Tim Tibbetts is in communication with Elizabeth Weber for upcoming 2022 demonstrations. Initial priority will be securing Eric Lofstrom. The Board is in agreement regarding the importance of upholding this fruitful relationship.

**ii. Call for new Sawdust Sessions coordinator**

Tim Tibbetts to continue management of Sawdust Sessions until Elizabeth Weber is able to take this on. May's Sawdust Session has not been finalized, and the Board is not concerned about skipping this month given the club's auction fundraiser mid-month. Tim has reached out to David Lutrick for the June 26th Sawdust Session.

**iii. Seri Robinson event leadership discussion**

Discussion focused on the viability of creating an event webpage for Seri's all-day demonstration as well as elaborating on event details such as ticket pricing. The Board felt that refreshments and snacks should be provided in lieu of lunches to simplify event planning. Attendance goal will be in the range of 40-50 people with the event being open to everyone. **Tim Tibbetts to invite other regional clubs. Jim Steck offered to make an info page with links to the club's PayPal account for payments (similar to the club's**

membership renewal page) within the next week. Tim Tibbetts to forward event details to the Board for critique and for incorporation into event webpage. Russ Prior to contact Seri regarding program details. Russ Prior to reach out to Eileen Collins regarding the inclusion of a save-the-date message for tomorrow's club newsletter. Further details to come in separate membership email as well as via Seattle Woodturners Facebook and Instagram account broadcasts. The Board felt the event should be discounted for members with a higher price for same-day event purchases: \$35 for members, \$40 for non-members and \$45 at the door. Free tickets will also be made available to staff at the Wood Tech Center given the waived venue costs.

**8. Club branding redesign proposals (*Jim Steck*)**

In process.

**9. Around the room**

**i. Club library: video tape conversion**

Tim Tibbetts to borrow Robin Brown's DVD/VCR player tomorrow for conversion of video tapes from club library.

**ii. Adjustments to Coffee Hours**

Earl Bartell to equalize the number of morning and evening coffee hours. Concern regarding the lack of participation at evening sessions was expressed. Tim Tibbetts to update new coffee hours on club's Google Calendar.

**iii. Resignation of Steve Geho**

Steve Geho announced his resignation from the Board effective May 30, 2021, for family- and work-related reasons. The Board wishes Steve and his family all the best as he moves forward into a new job. Thank you for all of your contributions and for your dedication to our club, Steve!