

Minutes

Northwest Blacksmiths Association (NWBA) Board Meeting

April 28, 2018

By

Dorothy Cordochorea, Assistant to the Secretary

The NWBA Board Meeting was called to order at the Longview Library Conference Room at 1:24pm, by the NWBA President, Lee Cordochorea.

Roll was called.

Directors present:

- Kellen Bateham, Vice President (by telecomm)
- Peggy Gudgell, Secretary
- Jim von Mosch, Treasurer
- Jeff Cawley
- Silas Maddox (by telecomm)
- Steve McGrew (by telecomm)
- John Paul (by telecomm)
- David Tuthill (by telecomm)

Directors Absent:

- Paul Thorne

Association members present:

- Lee Cordochorea (NWBA President)
- Dorothy Cordochorea (Assistant to the Secretary for Minutes and Agenda)
- Amy Mook (Assistant to the Secretary, Editor of the *Hot Iron News*) (by Telecomm)

Introduction of New Board Members

- New Board members present were introduced as needed.

Minutes of the previous Meeting

- Minutes for the January 27, 2018 Board Meeting were presented.
- All Directors present had seen and read them.
- Names of demonstrators and assistants at the Spring Conference needed to be corrected. Kellen Bateham said he would send Dorothy the correct names.
- Kellen Bateham moved that the Minutes be approved as corrected. Jeff Cawley seconded the

motion.

- Motion was passed. Minutes approved as corrected.

Treasurer's report

- Jim von Mosch, Treasurer, presented the Treasurer's report.
 - No person has yet been found for the current Treasurer to train as his replacement.
 - The need for such a person will be announced at the Spring Conference.
 - Amy Mook remains willing and is being trained in the Treasurer's tasks and procedures as a back up person who will know what the Treasurer does and how, although she is not able to serve as Treasurer.
 - As previously planned and approved, the NWBA's Quickbooks data has been moved to the CPA's hosting.
 - The demonstrator's forge will be repaired or replaced by the Spring Conference, or Kellen will bring a suitable forge for use by the demonstrator to the Spring Conference.

Secretary's report

- Regarding NWBA memberships:
 - 405 memberships are due to expire at the end of this quarter
 - Many people renew their memberships at the Spring Conference.
 - There are 52 new memberships so far this year
 - There are 63 Spring Conference membership sign-ups so far, with 31 of these being household memberships
 - There are a total of 461 NWBA members at this time, when those paying just for the quarter are included. (406 w/ exc jw???)
- The idea of having a fiscal year pro-rated membership was brought up, but discussion was deferred until the next meeting due to time constraints.
- Proposed contract for Assistant to the Secretary for Communications and Editor of the *Hot Iron News*, Amy Mook, was presented and signed.

Agenda item: NWBA Committees and Subcommittees

- Several NWBA Committees and Subcommittees have only one member, or members but no chairperson. All need to have a chairperson and at least one additional member, so additional members and/or a Chairperson were solicited for the following committees:
 - Donations 501(c)3 Subcommittee (Chair: Jeff Cawley) -- Jim Von Mosch volunteered to be a member of of this subcommittee.
 - Insurance Subcommittee (Chair: Peggy Gudgell) -- Silas Maddox expressed interest and will serve as a member of this subcommittee.
 - Member Services Committee (Chair: Jeff Cawley) -- Lee Cordochorea volunteered to

- serve as a member of this committee.
- Grants, Education, and Workshops Subcommittee (Chair: Steve McGrew) -- Paul Thorne was appointed to serve as a member of this committee.
 - Board Training Subcommittee (Chair: Paul Thorne) Lee Cordochorea volunteered to serve as a member of this subcommittee.
 - Manuals Subcommittee (Chair: Lee Cordochorea) -- Steve McGrew volunteered to serve as a member of this subcommittee.
 - AudioVisual Subcommittee (Chair: Mark Manley) -- Kellen Bateham and Lee Cordochorea volunteered to serve as members of this subcommittee.
 - Audit Subcommittee
 - This subcommittee has been listed in the minutes for some time and all members of the Board are said to be members of this subcommittee.
 - This subcommittee has no Chairperson.
 - There have been several unanswered questions about this subcommittee:
 - Is there actually any other documentation of such a subcommittee in the bylaws or anywhere else?
 - If there is, what is this subcommittee's duties?
 - How and by whom and when should audits be conducted, and of what and to what purpose?
 - The consensus of the Board was to defer designating a Chair for this subcommittee until these questions could be answered, and it could be determined whether such a subcommittee should exist and if so, what its duties should be. Further search of the Bylaws is a first step.

Agenda item: Committee reports

Finance & Budget Committee: James von Mosch (Chair), Darryl Nelson

Assets & Inventories Subcommittee: John Paul (Chair), entire Board

- Amy will get the list of Archives being stored by Jack Slack from Andrea Lisch, and Amy will add them to the inventory.

Auctions subcommittee: Peggy Gudgell (Chair), John Paul, James von Mosch

- Ronnie Selby and Randy Cryderman will be donating one of the tire hammers they have made to the Auction at the Spring Conference. Amy is advertising this tire hammer to the membership through various venues. There is a video of its first test run available for viewing online, and people have already expressed interest in bidding on it.
- John Paul will follow up on revision and printing of the auction tags.

Audit subcommittee: Entire Board

- No report
- As noted above, we need to research whether this subcommittee actually exists, what its duties/purpose are/should be, etc.

Donations 501(c)3 Subcommittee: Jeff Cawley (Chair), James von Mosch

- Jim von Mosch will talk to the CPA regarding receipts for donations

Insurance Subcommittee: Peggy Gudgell (Chair), Silas Maddox

- The NWBA continues to seek better insurance, now that the inventory list with values is available.
- Silas Maddox has recently had a good experience with an insurance agent that he recommends, and will ask that agent about insurance for the NWBA, and report back to Peggy.

Member Services Committee: Jeff Cawley (Chair), Lee Cordochorea

Archives Subcommittee: Jack Slack (Chair), Andrea Lisch (liaison), Darryl Nelson, Jeff Wilson

- Follow-up has happened with Jeff Wilson regarding the paper archives (including archives of the *Hot Iron News*) -- he has been storing them. It was decided that they should be stored at the Mentoring Center where the NWBA library is also stored.
- Regarding the “Blacksmith’s Garden” and other travelling displays of the Archives:
 - Jeff Cawley and Jim van Mosch were pleased to announce that the “Blacksmith’s Garden” collection is going to go down to be set up in White Salmon next week, and will be on display there from May 1 through May 31 -- the first such travelling display of the NWBA Archives.
 - The Longview Library remains another potential venue for display of the archives.
 - Including NWBA member projects, digital slideshows, remain ideas under favorable consideration for including in the traveling displays.
 - Still in the works: written guidelines regarding such travelling displays (how to assemble a “collection”, how to transport, issues of authorization of the displays, security, contacting venues and questions to ask, identifying an NWBA contact, venue contact, etc.)
 - The Archives Subcommittee is actively looking for a better home for the Dorothy Stagler birdbath with its fragile glass components. It is currently packed away in the Mentoring Center for safe-keeping, but cannot be

safely displayed there. It is a valuable piece, and probably not a good item to include in a travelling display due to the fragility of its glass bowl. Extended loan or donation to a museum or similar venue is being considered.

Grants, Education, & Workshops Subcommittee: Steve McGrew (Chair), Paul Thorne

- Researching and identifying appropriate teachers and schools (e.g., high school shop classes, community colleges, tech schools) as targets for promoting the craft through Al Bart Grant support, workshops, and other educational support continues.
- Follow-up on the Mark Aspery Workshop: Many of the Board members present felt that the recent Mark Aspery workshop did not go well. Those who took part benefitted, but there were problems and it was financially costly. Many felt that the NWBA should continue to do such educational offerings as the Spring Workshop and Swaptoberfest, but that there were better, less costly and less demanding ways to offer further educational and social gatherings than formal workshops such as the Mark Aspery Workshop.
- Considerable discussion followed, and the idea of the NWBA sponsoring less formal de-centralized hammer-ins generated a significant amount of interest, excitement, and support.
 - Such hammer-ins can be held in locations (such as local smiths' shops) that are distant from the Longview area, and so better meet the needs of members who may feel left out now that so much is happening far from them in the Mentoring Center in Longview.
 - There does seem to be a demand for hammer-ins, also sharing techniques
 - The NWBA can support local hammer-ins by promoting them.
 - Locally planned hammer-ins can be listed in the NWBA website, Facebook page, and *Hot Iron News* by their organizers
 - The Board list can be used as regional contacts.
 - Amy Mook will add a page to the NWBA website, Facebook page, and *Hot Iron News* for advertising local hammer-ins in the various regions served by the NWBA

Library subcommittee: Lee Cordochorea (Chair), Dave Neely

- Dave Neely is interested in remaining on the Library subcommittee, but does not want to be its Chair.
- Lee Cordochorea will serve as chair of this committee.
- There will be a NWBA library-tending party at the Spring Conference.
 - Volunteers will gather to insert pockets and cards in the books to facilitate their check out and return

- At the same time, the NWBA Library will be inventoried.
- An announcement has gone out asking members to return NWBA Library materials in their possession so they can be inventoried and equipped with library pockets and cards.

Board Training Subcommittee: Paul Thorne (Chair), Lee Cordochorea

- The Board was reminded that free online training for Board Members of nonprofits is available, and asked if all knew how to access it.

Communications Committee: Jeff Cawley (Chair), Amy Mook

- Hot Iron News and Website Editor: Amy Mook
 - Amy Mook provided the Editor's report.
 - May 20th is the deadline for submitting items for the next *Hot Iron News*. For items requiring more editing, May 15th is the deadline.
 - The Auction, including the donated Tire Hammer, is being advertised in the HIN.
- Regarding the Website, *Blacksmith.org* and other online communications:
 - Amy continues to monitor and serve as administrator of the NWBA Website, and the NWBA Facebook Page, where there are inquiries, posts, comments, etc. perhaps every other day.

Manuals Subcommittee: Lee Cordochorea (Chair), Steve McGrew

- Board members were asked if they knew how to access the Policies and Procedures Manual, and how to give feedback, and were reminded as needed.
- The Conference Manual
 - Lee appreciates feedback received, but continue to need feedback and help completing the Conference Manual.
- The Treasurer's Timeline
 - Jim von Mosch continues to work on the Treasurer's Timeline, a journal of what he does, how, and when as Treasurer, as he is able. It still needs to be transcribed from the current paper document to an online Word document.
- There were no reports on any other manuals or written procedures at this meeting.

Telecommunications: (ad hoc group: Kellen Bateham, Steve McGrew, Jeff Cawley)

- The location in the Mentoring Center for the equipment for taking payments along with the instructions were reviewed.
- Jeff Cawley will get a phone or make sure there is a phone for use in the Mentoring Center for taking payments.
- Where and how to access the equipment for Board Meetings was reviewed.

- This equipment should be stored in the Mentoring Center.
- It needs to be brought to the site of the Board Meeting in time to be set up at the beginning of the meeting.
- All Board members who need to attend via remote online access were asked if they knew how to do that. Jeff Cawley, Kellen Bateham, and others are resources for assistance with this process.

Events and Programs Committee: Kellen Bateham (Chair), Hunter Dahlberg, Peggy Gudgell, Darryl Nelson

Audio Visual Subcommittee: Mark Manley (Chair), Kellen Bateham, Lee Cordochorea

- How and where to access and use the AV equipment was brought up. Mark Manley does a fine job, but it was recommended that more learn how to do this as a backup. Kellen and Lee will do so, and show any others that may be interested in learning at the Spring Conference.

Swaptoberfest Subcommittee: David Tuthill (Chair), Silas Maddox

- Planning for Swaptoberfest has begun
- There may be a PIG ROAST!
- Further discussion was deferred in light of the need to move on to the upcoming Spring Conference

Spring Conference Subcommittee: Peggy Gudgell (Chair), Lee Cordochorea, Kellen Bateham, Hunter Dahlberg

2018 Spring Conference

- Demonstrators are finalized and lined up, as is the Sunday morning event.
- Louie Roffler, who was to have co-chaired the Repousse Table with Alair Wells, has had a very serious bicycle accident and will be unable to attend. Alair will run the Repousse Table with the assistance of her apprentices and Louie's apprentice Itorye Taubman.
 - Kellen Bateham expressed concern about the serious medical and financial impacts of Louie's accident and moved that the NWBA go ahead and pay him what he was to have been paid for helping to run the Repousse Table. Much discussion followed.
 - There was significant sympathy and concern for Louie Roffler and what he is dealing with after this very serious accident. But also the Board was also concerned about setting an inappropriate precedent in having the Association pay him for work he is unable to do, and in providing financial support directly from the Association to a member, when there

are many members who may be in need, and the Association *per se* is not set up to provide such aid, nor in a good position to determine who should get it even if it were part of the Association's mission. It was felt that there were better, less potentially problematic ways to help Louie. The motion was not passed.

- A GoFundMe account has been set up to help pay for Louie's expenses, and NWBA Board and regular members are and will be encouraged to donate. This will be announced also at the Spring Conference.
 - Staffing shifts for the Registration Table will be 8am to 11am, 11am to 2pm, and 2pm to 5pm on Friday and Saturday, with fewer shifts on Sunday. Three Board members volunteered to take the first shift on Friday morning. The remaining shifts will be filled as Registration proceeds, by volunteers as well as Board Members and other in-the-know folks.
 - Shifts for staffing the Midnight Madness at the Mentoring Center were also announced and will be filled at the Conference.
 - The Banquet
 - Peggy will order the food. The Board voted at the last meeting for three entrees and desserts to be ordered.
 - We will be in a larger Banquet room, where the Gallery and Auction items will also be on display. There are no special set-up issues anticipated.
 - Notice that personal alcohol is banned in the Conference Center building has been published. Signage and verbal reminders to reinforce this is encouraged.
 - The Auction -- auctioneers and staff are ready, and final details being worked out.
 - Apparel and such merchandise. Kellen is preparing to order merchandise such as apparel for sale, and needed input regarding how much to order, and whether to order different styles of shirts for people to select from when they register.
- Discussion followed.

- The consensus was to keep options simple by having only one style of shirt so stuffing the registration bags will be much easier and less prone to error.
- Hats, etc. will be made available for purchase by the Registration table.
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2019 Spring Conference -- NWBA 40th Anniversary

- The 2019 Spring Conference will be the 40th Anniversary of the NWBA, so should be special. There was discussion of preliminary ideas for making it so.
 - Kellen Bateham noted that CCAC, now known as Summit Arts Center,

will be hosting Western States in August of 2019.

- Co-sponsors of Western States include:
 - The NWBA
 - Rocky Mountain Smiths
 - The CBA
- Events will include
 - Contemporary Sculpture
 - Blacksmith Wars
 - Hands-on Sculpture
- The NWBA will do our part in Western States, although our part is to be determined.
- Kellen is looking to find ways to acknowledge the NWBA's 40th as part of Western States., but because of the effort he will be putting into Western States, he cannot also head up making the NWBA 2019 Spring Conference a special 40th Anniversary event
- However, the NWBA 2019 Spring Conference needs to be a special 40th Anniversary event. Ideas:
 - The Archives should be displayed.
 - The Founders should be recognized and honored.
 - There could be more demonstrations
 - Demonstrations could be shorter to make room for other kinds of celebratory events.
- Silas Maddox, Jeff Cawley, Lee cordochorea, Dorothy Cordochorea, and others had ideas and/or interest in ways to make the 40th anniversary Spring Conference a special event.
- After some encouragement, Silas Maddox agreed to head up planning the 2019 Spring Conference. People who have ideas for this 2019 Spring Conference should bring them to Silas Maddox.

Safety Subcommittee: Paul Thorne (Chair), John Paul, David Tuthill

- No report.

Mentoring Center subcommittee: Silas Maddox (Chair), Lee Cordochorea (Steward)

- Concern has previously been expressed about the status of the forges and other equipment, tools, and material supplies in the Mentoring Center.
 - In response, the following people volunteered to be the “Forge Crew” and review the needs in all those areas, and work on them:
 - Kellen Bateham, Silas Maddox, Jeff Cawley, Jim von Mosch, Lee Cordochorea
 - The forges need replacing, and that can be done one at a time or all at

once (“batch”). The batch approach is recommended.

- This can be accomplished by having a workshop (or more than one) where people gather to make forges, possibly both for the mentoring center and for themselves.
- There was discussion of what kind of forge(s) to make.
 - Different smiths have differing opinions -- often strongly held and expressed -- about what forges are best.
 - There may be some advantage to making different kinds of forges, so people using the mentoring center can try out different kinds of forges and discover what they prefer to use.
- Silas Maddox *might* host at least one forge-building workshop.
- Mentoring Center Schedule
 - July 21st: Open Forge in the morning, followed by re-arranging the Mentoring Center to get it set up for the Cowlitz County Fair demonstrations by NWBA smiths for the public. Those who help with the re-arranging in the afternoon get their Mentoring Center Fee waived.
 - August 25th: In the morning, the Mentoring Center will recover from the Cowlitz County Fair and be returned to its usual configuration. In the afternoon will be Open Forge and maintenance of the the Mentoring Center Tools and Equipment.
- Status of the Mentoring Center table staffing -- this remains an unresolved issue, to be discussed further in the future as time is now short.

Nominations and Elections Committee: Jim Garrett (Chair), Lee Cordochorea, Amy Mook

- Solicitation of people to run for the Board of Directors needs to happen early and often, and will once again be pushed for at the Spring Conference Membership Meeting.

Agenda Item -- Old Business:

- Items under Old Business had been discussed earlier in the meeting.

Agenda Item: New Business

- None presented

For the Good of the Order

- Nothing new added at this time.

Scheduling the Next Quarter's Meeting

- The next meeting of the Board of Directors will take place July 21st, 2018, at 1:30 p.m., in the Longview Library.

Adjournment

- Meeting was adjourned at 4:54pm