

Minutes of the Northwest Blacksmith Association (NWBA) Board Meeting, October 17, 2020

NWBA President Kellen Bateham called the meeting to order on ZOOM at 1:15 PM PDT, Saturday, October 17, 2020, and started the recording of the meeting. Kellen recessed the meeting briefly at 2:45 and reconvened at 2:55.

Attending the meeting were directors Kellen Bateham (President), Bhakti Sa (Secretary), John Karlik (Treasurer), John Huffstutter, Silas Maddox, and Pele Risley-Warnock. Absent were Morgan Kirk (Vice President) and Spencer Knight.

Kellen introduced Andrew Windisch as a potential board member/treasurer.

Also attending were Bart Turner, Byron Johnson, Jim Garrett (estate planning & elections committees and advisory committee), Patricia Dawson (*Hot Iron News* editor), Jeff Wilson (archives committee), E. Clair Guy (Website/Social Media manager), John Dorffeld, and Anthony Reich (joined about 2:45).

Following introductions and review of the agenda, the minutes of the previous meeting were presented for approval; noting no changes or corrections, **Silas moved and Pele seconded approval, and the minutes were accepted unanimously.**

Officer and Committee Reports

Treasurer, John Karlik, citing health issues, asked for a deferral of a formal report pending appointment of a new or assisting treasurer. Patricia Dawson provided some figures via ZOOM Chat: Total Revenue June 1-Oct 8 \$10,539.72; Total Expenses June 1-Oct 8 \$ 17,106.03... this includes a payment of \$6,650 to the Cowlitz Event center for the Mentoring Center. PayPal Summary: Virtual Access Pass \$105.33; General Membership \$2,603.79; Digital Demo Auction \$1,446.48 and General Donations \$57.78. Discussion followed about identifying assistance or relief for John Karlik, and Bhakti, John Huffstutter and Andrew were asked to meet with Kellen at a time to be determined to discuss the way forward to manage the treasury. Additional discussion about this occurred later in the meeting.

Secretary Bhakti Sa reported membership status: 320 current members, with 94 new in the last year. 30 new members joined in the last quarter. 8 new digital access passes were sold. Patricia Dawson noted that there are 1037 past memberships with only 320 current, so she is working on a drive to reach 725 past members to seek renewals using hardcopy and email contacts. She is now going to a process of tracking memberships by exact date of signup/expiration. Discussion followed concerning retention of members and regaining lapsed members, balancing membership management with subscriptions to the *Hot Iron News* publication, and actions being taken to encourage people to take advantage of our various membership options.

Good-of-the-Order issues included discussion initiated by Byron Johnson about activity of the safety committee; he offered to share information and recommendations with Kellen for future consideration for implementation as requirements and budget demand.

Budget and Finance Committee - Reference to budget issues opened further discussion about treasury issues. Payment of current expenses is being handled by Bhakti and John Karlik. Andrew was introduced as a potential candidate for Treasurer and director. He offered to begin some preliminary research with John Karlik and others to prepare some financial reports using historical data. To enable this, **Bhakti moved that Andrew be appointed to the Budget and Finance committee and given access to**

QuickBooks; Pele seconded the motion and it carried unanimously. In coordination with the Manuals committee and others, Andrew will begin a review past financial data and future financial needs, and will meet with the Budget and Finance and Manuals committee to establish appropriate Treasurer roles and responsibilities and reporting processes.

Communications Committee – Bhakti reported that digital demos are going strong. Eight new digital pass memberships were sold, and programming is expanding. He suggested a modest budget for marketing (via social media) to promote NWBA activities. Alternative marketing options were discussed. **Silas moved that the communications committee be permitted to use discretionary funds to purchase digital advertising on a trial basis, \$100 per month. Seconded by Bhakti, the motion was passed unanimously following some discussion.** Once again, kudos were extended to Patricia for content provided in the *Hot Iron News*. Kellen pointed out that NWBA's is now one of only four or five printed blacksmithing publications remaining.

Additional discussion concerning the Budget & Finance Committee. John Karlik was excused and exited the meeting, and Kellen led further discussion. A short meeting on Oct 1, 2020 approved the new insurance policy and using our new broker to manage all NWBA policies. Discussion about further possible insurance needs followed, to be addressed by committee. The online NWBA auction is underway using eBay. Items include some recently donated library resources (redundant to NWBA Library needs).

Member Services – Kellen reported donations from Ike Bay and another donor to the NWBA library, highlighting the need for additional locking library shelf units. The new digital programming needs to be stored in redundant secure locations. Anthony offered a donation of \$80 to purchase a high capacity drive to meet immediate needs. Patricia suggested seeking a heritage-preservation grant, possibly from the state of Washington, as a long-term solution.

Youth programming – Pele reported three Peter Reich demos (one live) are done and will be edited and posted.

Events and Programming – Silas reported that Spring Conference dates are tentatively Thursday May 13 thru Sunday, May 16, 2021. NWBA has reserved the cookshack, main demo barn, tailgate barn, Mentoring Center, and main banquet hall (the full space, due to COVID-19 distancing requirements). Discussion about risks and alternatives followed, and options are being held open at this time pending further developments in the pandemic. At the time of the meeting, the Cowlitz Mentoring Center was allowed to reopen with limits, but further work on pandemic risk mitigation and safety are needed prior to actually opening. A decision on reopening will be deferred to at least our Board meeting in January.

Nominations and elections – Jim Garrett reports four Board vacancies and four candidates; he would like to see a few more, and there was discussion about expanding the board to meet needs, within the limits of the bylaws.

Old business – none reported

New business – none reported

The next Board meeting will be January 23, 2021, at 1:00 PM PST, in our usual location and format.

Kellen adjourned the meeting at 4:05 PM.