

Northwest Blacksmith Association

Second Quarter Board of Directors Meeting

April 23rd, 2023

Minutes written by Clair Guy

Attendance:

Board Members: Steve Lafferty, Pele Warnock, Silas Maddox, Jon Andersen, Derek Lanhart, Darby Pereira, Adam Murray

Missing Board Members: John Karlik

Support Staff: Patricia Dawson and Clair Guy

Membership: Jim Garret and Mark Manley

Approval of Minutes from 2023 First Quarter Meeting: Motion to approve made by Silas Maddox and seconded by Steve Lafferty. Motion passed unanimously.

Old Business: Committee Reports

Treasurer's Report: The physical transfer of documents for the treasury position will take place at Spring Conference, with the documents to be handed over to our new treasurer Darby Pereira. The paperwork has been circulated to our new secretary Steve Lafferty as well as Darby, but Key Bank hasn't confirmed the paperwork has arrived so Pele will follow up.

As president, Pele will stay on the account and keep the card she was issued as treasurer. Darby will get his own card too.

Things are looking good in the bank account. We're at what has historically been the high point of the fiscal year in our account due to Conference tickets rolling in and registration being high. We currently have 41,972 in the bank plus over 2,000 in PayPal.

Secretary's Report: Steve Lafferty has been in contact with our previous secretary Bart Turner, and also spoke with Patricia Dawson, Clair Guy and Lee Cordochorea to check on his responsibilities.

Communications Committee:

Hot Iron News and Membership via Patricia Dawson: Next deadline is May 1st. The Hot Iron News is always in need of content that covers how-tos, mentoring center sessions, seasonal pieces, tips and tricks and more. Given her background in education, Patricia would prefer to fill out the HIN with more educational content, especially articles that cover processes like how-tos. To fill out our magazine, she reads newsletters and pulls articles from all the associations that share their issues and also scours facebook for information to include. Patricia wasn't hired to write content for the magazine but to compile it instead, so she really needs more submissions to make the magazine the best it can be.

Also running the membership side of things, she reported we currently have 433 members and can expect an additional jump at the May Conference as attendees will sign up or renew memberships in person at the Registration Table. She pointed out that, considering we get over 100 new members a year, we should be growing more than 5% a year and should be working towards better retention.

Website, Virtual Events, Social Media and Newsletter via Clair Guy: The information that should be conveyed to our membership (via our website, newsletter, social media and Hot Iron News) for every event we host is predictable, but usually has to be tracked down from folks and arrives last minute. Would be best if we were planning events six months to a year in advance so everything's not so rushed.

For Spring Conference the most important info to share includes: Demonstrators and Demos, Hands On Classes, Camping and Hotels, Cook Shack, Live and Silent Auctions, Member Tree, Youth and Beginners Corner, Forging Competitions, Member Galleries, Ringing of the Anvil, Hot Tips on Sunday and an Event Schedule. While Clair gathered info on these topics to include in the monthly newsletter, not all of that info was available in time for the last Hot Iron News to go to print. If it had, more members would've been better informed as not everyone reads the newsletters. The info list for Spring Conference should start circulating in fall of this year because it needs to be filled out and included in the Hot Iron News, newsletter, website and social media. Clair reminded the board that even if we're offering a limited class or workshop at the MC, that we should still provide a monthly event that's geared towards our general membership like a Demo or Open Forge. New website is in a holding pattern and the current website is holding on.

(The schedule for the remainder of the year was filled out as follows: Silas Maddox will demo in June, July is Forging at the Cowlitz County Fair + Clair will host an Open Forge the week before, Jon Andersen will host an Open Forge in September, Swaptoberfest will be held in October, Kellen Bateham will demo in November, and Derek Landart will host an Open Forge for our members to forge presents the first weekend in December. Silas Maddox reminded the board that holding an Open Forge at the Cowlitz County Fair is a part of our lease with the Fair Grounds. Generally we have members forging and members who are there near the registration table to answer questions, hand out pamphlets and sign up new members. Can kind of be done

as an Open Forge, but we need a list of participating members beforehand because the county gives out wristbands so our volunteers don't have to pay to get into the fair, but there's a deadline where they ask for all the names. The Fair will take place from July 26th-29th.)

Finance and Budget: The budget was approved for Spring Conference. The budget for Swaptoberfest can be confirmed at the next Swaptoberfest planning meeting. Derek inventoried the merch (tshirts, hats etc) that we have at the Mentoring Center. At the beginner class in spring, Pele noticed some integral tools that were missing (like guillotines) so it'd be good to do an inventory of tools in the MC. Pele and Bhakti did the last inventory at the MC in 2019, with a focus on organizing and labeling the hand tools. Derek offered to put together a spreadsheet containing our basic tool list, and will visit the MC to count how many we have of what. Jon Andersen volunteered to help inventory with Derek.

Member Services: Steve Lafferty is Chair

Safety Committee: The top lock for the power hammer was cracked so Derek fixed it. One of the fire extinguishers has expired so Jon will take it for recertification. Steve Lafferty will check the Med Kit for Conference. Would be good to have a board gathering at the MC leading up to Swaptoberfest to prep the building and check for safety.

AI Bart Grant: No applicants this last quarter. The committee would like to have a separate bank account dedicated to AI Bart funds, which will be easier with OnPoint than with Key Bank.

Events and Programming: Derek is Chair. Swaptoberfest was set for October 21st and 22nd. Pele will send those dates to Miley at the Cowlitz County Events Center. A committee still needs to be formed and a call out included in the next monthly newsletter with directions to email Derek Lanhart if members would like to join. The first planning meeting for Swaptoberfest still needs to be set. Patricia called attention to the fact that the longer it takes to pull the info together for Swaptoberfest, the longer it takes to include in Hot Iron News. Ideally, Swaptoberfest info should be sent by the May 1st deadline to be included in the Second Quarter Issue of the Hot Iron News, and sent no later than August 1st to be included in the Third Quarter Issue of the Hot Iron News.

Nominations and Elections: Jim Garret is Chair. Historically, nominations would happen at Fall Conference but when Fall Conference stopped being held, nominations started happening at Spring Conference. Now that we have Swaptoberfest, it's another opportunity to nominate folks before elections happen. There should still be nominations at the General Membership Meeting at Spring Conference. However there's been little follow up on nominations over the years, which has left Jim tracking down folks' info and election statements most of the time. If folks are nominated at Spring Conference, please make sure they send their info to Jim so he doesn't have to track down mystery nominees!

People up for reelection: Silas Maddox is out this year. Pele Warnock is up for reelection. John Karlik is up for reelection. Derek Lanhart is up for reelection. DJ Morgan was appointed this year but his cycle ends this year too. As such, even if everyone is reelected, the board will still need one new member.

The board can be expanded to include 15 members and it might not hurt to have more than 9 as it's easier to have a quorum for board meeting. Jim reminded the board that it's important to solicit nominations for new board members that they think they can work well with. Board Members should also think about the shape of the organization and what our priorities are as we move forward. As an example, ABANA's soliciting new board members who have experience in nonprofit management, grant writing, art exhibition planning, digital marketing and more. As such, it's important everyone on the board look for nominees who could add more professionalism to the group. Jim is talking with a few architects because architectural smithing can be a successful endeavor and he'd like to encourage more of it being demoed and shared in our organization.

Jim shared his concern that the NWBA isn't retaining members near the rate at which they sign up, and finds it important that the board understand what the future of the organization looks like rather than constantly reinventing the wheel. One area that could be addressed is that the NWBA has been lacking in professional development and could benefit from offering more classes and workshops that are geared towards more advanced levels of the craft.

New Business:

Meeting attendees discussed ways to better our retention by having our schedule set six months to a year in advance, as it'd give folks an opportunity to know what's coming up so they're inclined to keep their membership current. Regarding professional development, ABANA is sponsoring a leveled series of classes geared towards professional development in architectural forging. But dynamic "master classes" that would interest those who've worked at the forge for decades should be offered too. So much of the board's focus goes towards Spring Conference and Swaptoberfest, but we should make a point to schedule at least one professional development class a year. Also important to remind our Members that we've updated our insurance to cover hammer ins at our Members' personal shops. This could expand our reach since not all members can get to Longview regularly, and could help us reconnect with how NWBA meetings used to run before the home forge at the Mentoring Center was secured.

Spring Conference: Derek made buttons for Spring Conference that have a shadow image of the same design that's on our shirts. Adam will pick up the shirts and sweatshirts and bring them to Conference. Miley from the Events Center said the portajohns will be moved to a more accessible area by Conference. For the comfort of Attendees, the Conference Committee paid for access to bathrooms inside the Events Center. The old planter boxes out front of the MC were torn out, so there's currently a mud pit just outside the front door. Pele will contact Miley to make sure the mud pit is dealt with by Conference. Conference starts on Friday at 9am, so set

up will be on Thursday for any board members who can show up to help. Darby will get a box of earplugs, Steve will get boxes of safety glasses.

While it's generous of board members to want to work to make the MC the best it can be, Patricia reminded board members that the association pays considerable money to rent space for the MC, so the Events Center should either cover the work that's needed on their own or offset the cost of rent if our members are going to volunteer time and materials improving their site.

Youth and Beginner Programs: Spring Conference Youth and Beginners teaching stations and programming are all set for Spring Conference between Ben Cyzhold, Jon Andersen, Anthony Reich and Peter Reich,.

Meeting adjourned: Silas Maddox motioned to adjourn the meeting and Jon Andersen seconded. Motion passed unanimously.