

**Northwest Blacksmith Association
First Quarter Board of Directors Meeting
Minutes by Clair Guy
February 5th, 2023**

Attendance:

Board Members in Attendance:

Silas Maddox, Pele Warnock, John Karlik, Adam Murray, Jon Andersen, Darby Pereira, Steve Lafferty,
Missing Board Members: Derek Lanhart, DJ Morgan

Support Staff: Patricia Dawson and Clair Guy

Membership: Kellen Bateham, Mark Manley, Lee Cordochorea

Appointment of Officers:

President: Motion to nominate Pele Warnock by Adam Murray and seconded by Jon Andersen. The motion carried unanimously

Vice President: Motion to nominate Adam Murray by Steve Lafferty and seconded by Jon Andersen. The motion carried unanimously

Secretary: Motion to nominate Steve Lafferty by Pele Warnock and seconded by Adam Murray. The motion carried unanimously

Treasurer: Motion to nominate Darby Pereira by Jon Andersen and seconded by Pele Warnock. The motion carried unanimously

New Board Member Appointed (not an Officer of the Board): Motion to nominate DJ Morgan by Jon Andersen and seconded by Adam Murray. The motion carried unanimously

Approval of Minutes:

2022 Q4 Board Minutes written by John Huffstutter: Motion to approve the Minutes by Silas Maddox and seconded by Darby Pereira. The motion carried unanimously

Committee Chair Nominations:

Nominations and Elections: Jim Garrett

Finance and Budget: Darby Pereira

Member Services: Steve Lafferty

Events and Programming: Derek Lanhart

Communications Committee: Adam Murray

Subcommittees will be appointed by Committee Chairs as most Sub Committees are filled by general members who aren't attending the Board Meeting

Treasury Report:

Bank Account: \$37,000

PayPal: \$5000

Discussions were held around the merits of fundraising during the year outside of Conferences. The NWBA has been self-sustaining in the past and we're getting back on track but are looking for ways to communicate to the General Membership how we are doing overall. While our bank account dipped to 24,000 during covid times, we've been refilling the coffers and are no long losing money

Good of the Order and Committee Reports:

There was no news for Good of the Order brought up by anyone attending so we moved forward with Committee Reports

Committee Reports:

Communications Committee

HIN and Membership Report: Next Hot Iron News will go out March 15th. The deadline to submit info for publication has passed on March 1st, but since this issue will cover all the Conference Events please get any info on Demonstrators, Fees, Auction etc to Patricia as soon as possible. Patricia submitted an ad for conference for the California Blacksmith Association publication to share with their membership as we've had their members attend in the past. The more advanced notice we can give folks about conference the better. A lot of people don't renew unless they plan to attend our Spring or Fall Conferenes so it's really important to continue bolstering our budget. Considerable effort goes towards maintaining the member roster and communicating with membership, and we've picked up a few new advertisers with help from John Karlik. President's message is still needed for the next issue of the Hot Iron News

Web Report: We're all geared up to promote Spring Conference with Social Media posts scheduled to cover Main Demonstrators, Hands-On Classes, Repousee Table, Cook Shack, Forging Competitions, Member Gallery, Live and Silent Auctions and more and the possibility of live streaming some of the Main Demos to bolster the offerings of our Virtual Access Pass which is a passive subscription that gives pass holders access to quarterly digital copies of the Hot Iron News, Virtual Fireside Chats and any demos we livestream. Mentoring Center spots are filled in through Conference though we are still looking for someone to cover hosting a demo, workshop or open forge at the MC in the months of June, August and September. We have over 2000 followers on Instagram, 2500 following on Facebook, 1000 following our Facebook Group. Pele suggested doing live streams at Conference like Meet the Demonstrators. Still working on the new website

Finance and Budget Committee: Pele said we tend to create a budget for each conference and have done a good job sticking to the budget, we hit the budget to the dollar on what we spent on Swaptoberfest, but we should look at budgets for the whole year so there's a better vision and less grey area month to month. Looking at getting a new CPA as the current one has been difficult to get in touch with.

Assets and Inventories: Received a donation of 5000 from the American Federation for operational purposes. We've received donations from them in the past, and a couple members who sent 500 dollars for their end of year contributions for which Patricia sent out thank yous. We're looking for a new CPA as the current one is very difficult to contact, but all the proper paperwork has been sent in for tax season this year so we're caught up in that area, which helps us find more grants.

Member Services

AI Bart Grant: We issued a grant last year to a person not in the membership and haven't heard back from him after many attempts. Not necessarily saying we want to change our procedure, but moving forward we should find a way to verify the person before issuing and a way to make sure they actually attended a class using the money. Patricia said moving forward we can pay the organizer of the class directly instead of the person applying for the grant.

Another AI Bart Grant was issued with success to one of our members Peter Reich, who wrote an article that was published in the 2022 Winter Issue of the Hot Iron News. He did what he was supposed to and was prompt in his process.

Silas, the AI Bart Grant is open to anyone and anywhere so we may need to explore further requirements to ensure we're not getting scammed.

Youth and Beginner Programs: Need support for Spring Conference and if board members are willing to teach at the Youth Forge we're looking for folks who can teach three to four hour demos. Kellen said Anthony and Peter Reich were looking forward to help however they can. Adam said he might be able to secure striking anvils for the Youth and Beginner forge.

Events and Programs

Mentoring Center Committee: Monthly events for the Mentoring Center are covered for 2023 except for three months. The Events Center agreed to get us a new heater in the MC so hopefully it'll be installed before Conference. They've removed the empty planter boxes from the front of the MC and it's a mud pit so we'll be asking if they can pour a cement slab instead of grass, which would open up an area for a sculpture garden or outside forging demos.

Spring Conference: Kellen is now Chair of the Conference and has sent out a budget for the board to review. If we want to rent a room inside the Loowit Room in the Events Center it'll be an extra \$2000. Since the room will be underutilized, it'd be better if we set everything (library, silent auction) up in the MC. Instead we can pay the rental fee for the Events Center to still have access to the bathrooms and hot water during conference.

Without the Loowit Room, the budget is 12,500 which means we need 125 members to register to break even, not counting what other monies we'll bring in with the Auctions, Merchandise, Donations, etc.

Silas moved to approve the budget for conference, Darby seconded, and all were in favor the motion passed unanimously

Volunteers are needed for Conference, so we're asking everyone other than Pele and Silas who are running the Cook Shack to pull a shift at the Registration Table

Silas said we need a Chairperson for Spring Conference, Kellen said we usually host Swaptoberfest the weekend before Halloween and can ask the Events Center about reserving the dates. Next Conference planning meeting was scheduled for Feb 16th at 6pm

Next Board Meeting

The next board meeting is set for Sunday, April 23rd at 4pm

Silas Maddox made a motion to adjourn the meeting, Adam Murray seconded and everyone approved