

**Hunt County Woodturners  
Board Meeting Minutes  
March 6, 2023**

The meeting was held at Wesley United Methodist Church and was also open to members through Zoom, conducted by Sully Sullivan. Dale Scruggs attended through the Zoom session.

**Club members Attending in Person:** Lee Craft\*, Alain Schwarz\*, Sully Sullivan\*, Doug Balzer\*, Rod Brumlow\*, Burt Andrew\*, Alan Fields\*, Gary Sanders, Sheryl Sanders, Cynthia Balzer, John Regis.

[Voting board members for 2023 indicated \*. A quorum of board members was in attendance.]

**The Meeting was called to order** at 6:14pm with HCW President, Lee Craft, presiding.

### **Items of Business**

- **Board Meeting minutes from February 2, 2023:**

*Doug Balzer made a motion to accept the minutes from the February 3, 2023, board meeting with no changes.*

*The motion was seconded by Alain Schwarz. Motion passed.*

- **Website Development:**

- Webmaster John Regis attended this month's meeting specifically to discuss website development.
- Discussed and considered various improvements: Update pictures, repair links, calendar of events, buy/sell/trade section/completed newsletter section, others.
- Three members offered full written lists with suggestions and priorities (Doug Balzer, Cynthia Balzer, Burt Andrew).
- The Oklahoma City Woodturner's website was discussed and viewed as an example of a good website.
- John will prioritize getting a sign-up and payment section in place in time for the beginner's school in May.
- John will use the Club's gmail address for accepting pictures from club members, and may also utilize pictures uploaded to the Google drive as soon as he has access.
- Discussed the member's only section and the need to make sure all club members have the information they need to log-in.
- John intends to make improvements as his time permits, but with estimated significant changes within three months.

- **Annual HCW Financial Audit (as required in HCW bylaws, Article XV):**

- Audit team members: Burt Andrew, Alan Fields, Mark Spencer.
- The audit report was made available to Board members for review in advance of the meeting and is available to any other club members on request.
- Scope included: validation of checking account, money market, and CD balances; comparison of 2022 EOY reported balance with bank records; random review of revenue and expense flows, review of bank signatories, availability of Club's 501c3 documentation as required by the IRS, status of the Club's 2022 tax return, and status of the Club's liability insurance.
- Alan discussed and explained several adjustments regarding process as suggested by Mark.
- Resulting financial actions:
  - Will update bank signatories (further covered below)
  - No 2022 tax documents have been received from IRS. Alan will call to check.
  - Alan will present a recommended 2023 budget for discussion and review next Board meeting.

- *Doug Balzer made a motion that the Audit, as presented, be accepted and approved. Rod Brumlow seconded.*

- **Revised Bank Signatories:**
  - Current members approved to access the checking account (i.e. sign checks) as well as the money market account include Alan Fields, Gary Sanders, and Burt Andrew. Members with access to CD's #62 and #63 include Mark Spencer, George Freeman, Donna Frazier, and Cory White, with Lee Craft also on CD #49.
  - For organizational accountability, and as recommended in the audit, discussed the need to update signatories to include a limited number of elected Board members.
- *Rod Brumlow made a motion to add Alain Schwarz and Rod Brumlow to the list of members authorized to access the checking and money market accounts. The list of Board approved signatories on the checking and money market accounts will include the following elected members: Alan Fields, Burt Andrew, Alain Schwarz, Rod Brumlow. Alan Fields seconded the motion. Motion passed.*
  - Authorized CD signatories will be discussed and revised as the CD's mature and are re-instated. (Note: Alan informed that CD authorizations can be revised without penalty only as respective CD's mature and are re-instated.)
  - Alan also informed that the signatories must personally update/sign account paperwork at the bank within a week of each other. The individuals will coordinate with each other and the bank.
- **March Club Demo and Open Shops:**
  - The demo on March 9 will feature Club member Charlie Tucker on segmenting.
  - Open Shop will be Saturday, March 11, at Lonnie Dukes's shop. (706 Sahara Drive, Greenville).
  - One or more of our experienced members will instruct at this month's Open Shop mini-class on making tops. This is partially in preparation for the Fair.
  - Next month's open shop at Lee Craft's shop will be on April 8, one week earlier than usual, to accommodate Matt Monaco's quarterly school the following weekend.
  - Brian Livingston will host May's Open Shop.
- **Membership Status:**
  - As of the February meeting, we have 112 members, of which 32 had not paid their 2023 membership dues. Per bylaws, those who have not paid by the end of the March meeting will be dropped.
  - During the Board meeting Alan supplied a up-to-date listing of Paypal dues payments, which decreased the number who haven't yet paid to 23.
- **Beginner School rescheduled to May:**
  - The two-day school originally scheduled for Feb. 25 and 26 was cancelled due to late notifications and inability to attend by several interested individuals due to conflicts.
  - Has been rescheduled to Sat/Sun, May 6 and 7. Will be held at Rod Brumlow's shop (102 Jeremy Drive, Royse City).
  - The cost will be \$125 total per student for the two days.
  - The class will feature the turning a basic bowl, platter, and lidded box. As an added feature, finishing of the bowl will be demonstrated.
- **Quarterly School, April:**
  - Matt Monaco is scheduled for our demo during Club meeting on Thursday, April 13, followed by a full day of training on Friday, April 14. The training may be extended through Saturday, April 15, if enough interest exists.
  - This item was discussed during February's Board meeting and a motion to host the event was subsequently approved. Matt charges \$350 to demo and \$750 per day for training.
  - Training location, Lee Craft's shop.
  - Cost per member, \$125. Non-members may be invited near the end of the sign-up period if the classes don't fill up with HCW members. Cost for non-members would be \$150.

- Maximum class size will be 8 students. Will require at least 6 students for the Saturday class to make.
- Likely topic will be Matt Monaco's bowls. Check out:
  - <https://www.monacobowls.com/pages/our-story>
- John will add a link to Matt Monaco's website to ours and will have a signup page in place well in advance.
- **Women in Turning:**
  - This women's-only WIT event will be held on Saturday, March 25, 8am to 4pm at Lee's shop.
  - Cynthia reported that 5 of the 6 slots have been filled.
  - Donna Frazier will teach the turning of a candlestick holder and will also provide the wood.
  - The cost is \$30 and attendees will bring their own lunch.
  - A second WIT event is tentatively planned for May 27.
- **A/V:**
  - Sully briefed the final list of needed a/v equipment, consisting of a variety of cables, cable wraps, a hard drive, and miscellaneous other a/v items. These items, first discussed and approved by the Board in December, amount to approximately \$400. He will move ahead with the purchase.
  - Recommended that Show-and-Tell be done from behind the lathe at club meetings. Equipment required to implement is included in the purchase outlined above.
- **Hunt County Fair:**
  - The 2023 Hunt County Fair extends from April 21 to April 30 (HCW setup on April 20); will be open on weekends from 10am to 7pm, and on weekdays from 5pm to 10pm.
  - Doug informed that the sign-up page is now active on the website.
  - Doug will work with Fair personnel to obtain access to the exhibit building nearest our booth for our overnight storage requirements.

**The meeting adjourned at 7:53pm.**