

Minutes
CBA BOARD MEETING
October 2, 2004
Fritz's Oktoberfest
Cazadero, California

The meeting was called to order at 1:05 PM by President Toby Hickman

I. ATTENDANCE: Board members present John McLellan, Pat Laughlin, Lowell Chaput, Herb Upham, Bill Roberts, Toby Hickman, Joe Koches, Anastatia Waterfield, Jim Joyce, Bob Thomson, Editor and approximately 10 members were present.

II. COMMENTS FROM MEMBERS

III. MINUTES: The minutes were approved as corrected.

TREASURER'S REPORT: Jim Joyce went over the finance report and income statements as well as CBA's planned use of cash on hand by email to board members prior to the meeting... They are attached to the minutes and made a part thereof. The reports were approved as presented. The financial reports were not complete as all bank statements were not in. An advertisement will be placed in the magazine for the treasurer's position and also for a bookkeeper. Jim Joyce mailed the final report to me and it is attached hereto. Hammerfest lost about \$2000 the seed money will not be returned to us. A final report will be made at the next meeting.

CORRESPONDENCE: Cathey's Valley will be dedicating their new blacksmith shop on November 27. Pat will get an article to the magazine for the next edition. The equipment for this shop came from the Murphy's Museum and will have a permanent home at the new shop.

VI. COMMITTEE REPORTS

A. MEMBERSHIP: We have 900 members. Merle handed out more applications forms.

B. MAGAZINE: Paul Quyle reported they have had two responses to the ad for a new editor. Bob Thomson was made editor emeritus for the publication and he was granted life time membership in the organization.

C. WEB SITE: Bill Roberts reported Alan has the new links page ready to go and should be up in the next few weeks. There is an article advising all commercial links to resend their information to Alan. Bill still needs the treasurer's reports in a file that he can post to the website. It has to be in a single file.

D. LIBRARY: Bill Roberts reported the library list has not been updated. He will call Steve regarding it. There has been a technical problem.

E. GRANTS: Kirk has one grant outstanding for Brent Bailey to be used to go to Africa. We also have a grant request for the Brazeal Bros. Dan Dole has written a letter to the Bedayn family to release their control of the funds. Should this happen we will roll all of our funds into one account. A grant can be given to a member to attend any reputable blacksmithing school.

F. MEMORIAL FUND: None

G. EDUCATION: We purchased 5 250 lb anvils. Three are already sold. George Dunajski will coordinate a traveling demonstrator program. We will have demonstration sites throughout the state at various times, (weekends, midweek) to make it available for all who wish to attend The forge building workshop originally planned for Oktoberfest will be done at Spring conference. Jim Joyce was thanked for his efforts for setting up the

educational classes for Oktoberfest. The class will be held October 15-17 at Lowell's shop has been filled and the students will go back and help others with their blacksmith three projects. Herb has tried to reach Anvil Fire without success, regarding how we can support them. He will continue to reach them.

- H. **ELECTION COMMITTEE:** Gordon has spoken with all areas to recruit board members. We still do not have enough for the ballot. Each board member is to contact two people we think we will run for the board. The board members are running for a second term. We must have the information for the December meeting.
- I. **CONFERENCE 2005:** The Petaluma fair ground has received its second payment. Everything is moving along. They will try to get something in all the ABANA newsletters. The Jennings family has said they will allow us to make a visit to his home. We will have to hire a bus for transport. Only a limited number can go at a time. The theme will connect to total food industry from home to commercial, from knives to pot hangers.
- J. **FINANCE COMMITTEE:** The committee reported that the memorial fund donation will be made at the end of December instead of monthly. It ease up on the bookkeeping. Request the contingences fund for board member travel to \$5000 a year. It was suggested that members put up board members to defray motel costs. The finance committee is still working on the bookkeeper.
- K. **BYLAWS REVISION COMMITTEE:** Toby suggested a board retreat in January to sit down and work on the by laws. It will be done in one piece. It was suggested it be held in Westport. We want to get the procedural out of the bylaws and make it a working document. Toby will get prices and dates together before the next meeting as it needs to be completed before spring conference. A petition of at least 90 members is necessary for the board to revamp the bylaws. We will collect signatures today and tomorrow. Merle brought up doing the polices and procedures at the same time, to clear up inconsistencies and make them clearer.

OLD BUSINESS

- A. **Magazine Editor:** see committee report.
- B. **New Treasurer:** An ad has been placed in the magazine. No one has applied..
- C. **Election committee and slate of directors:** See committee report.
- D. **Use of email for board votes:** It needs to be put in the bylaws rather than as a policy and procedure committee. This is important in case of any challenges to the vote. We need to also look into how to verify that the vote comes from the correct party and a confirmation email that the vote has been received. Also, it was brought up that my emailing votes the membership may feel left out and could cause resentment. What the board is looking toward is having less full board meetings, may only 4 per year and having member meetings in many sites throughout the state. Member meetings will be held at all events so the members can have input into what we do. We also have a list of interested parties that we send agendas and minutes, anyone can be added to this list. It was suggested that in case of emergency the board would have the right to have an email vote. All of this will be discussed in detail at the retreat in January.
- E. **Committees and Membership:** Toby will have a list of all committees and their members at the next meeting.
- F. **Meeting Sites:** Pat presented a list of meeting sites for the next two years barring any changes in the number of board meetings. Weaverville is the only one not confirmed. Christmas party will be the 1st Saturday of Dec (3) in 2005.

NEW BUSINESS

- A. **Annual budget adjustments:** continued to the next meeting to give finance committee time to reach all committee heads. Merle will take the lead on this.

B. Budgets for 2005: see above.

C. Comments: Pat is to check into badges for board members with our name and statement "I am a board member. Ask me what I do." Anastatia advised that the staff and board will have orange tee shirts to wear at the conference. That should make it easy to see them and to direct people to a staff person.

The meeting was adjourned at 2:00 PM

Respectfully submitted,

Pat Laughlin, Secretary
11/4/04