

## **Agenda/Minutes**

CBA Board Meeting  
October 4, 2013  
Oktoberfest

### Board members

1. Lowell Chaput \*
2. Lisa Guthrie
3. Herb Upham \*
4. Alan Drew
5. John McLellan \*
6. Monica Coyne
7. Tom Owens \*
8. Anton Standteiner \*
9. Michael Wood \*
10. Brad Young
11. Mike Mumford \*

\*Indicates present

### Board members not attending:

Brad Young  
Monica Coyne  
Lisa Guthrie  
Alan Drew

## **AGENDA**

1. Attendance – Herb Upham
  - a. Roll: Board Members (6) Guests (4)
2. Approval of Agenda – Herb Upham  
Approved ...
3. Approval of Minutes – Herb Upham
  - a. Approved by e-mail 8/1 and posted on calsmith.org web site
4. Treasurer's Report – Tom Owens
  1. To summarize the cash flow for the second fiscal quarter we received \$5,764.98 in income from dues and event income and \$21,737.96 in total expenses. On the year we stand at \$70,237.20 income and \$64,772.77
  2. I forgot to have Lisa change the half year fee in July and I have about 31 - \$10 refunds to send out.
  3. In all accounts we have \$95,618.23 as of 9-30-2013.
  4. I know I have complained about the credit card machine we have and its charges but I am making it a goal to get it resolved by the end of the year.
  5. Alan Drew also asked about our scholarship and grant funds. Technically, I had only listed scholarships in the year budget and omitted grants. We are getting close to our combined budget of **\$2400. We stand at \$2160.00** which included Lowell's grant.

Thomas J. Owens, Treasurer

**Action:** grants/scholarships to be held on a case by case basis for remainder of this CBA year  
See attachments at end ...

**Committee Reports:**

1. Spring Conference – 2015

Reb reported dates Apr 23-26, 2015 San Benito Fair grounds, need sound person to organize PA systems

2. Membership -

Currently CBA has 697 members

3. Publication –

No report submitted

4. Promotions – Bob Jensen

Report/policy on page 10 ....

**Action:** to be approved by e-mail by October 18 at 5pm

5. Magazine - Mike Mumford

Mike Mumford

**General:** Not a lot of change -- things are moving along well. This report is going to sound a lot like my past BOD reports.

**Status:** We had an almost-problem: Diana Mead (Jordan) broke her leg an hip in late August, had to have immediate hip replacement (i.e. that day). She has been recovering well, and is back to work. We expect to get the Nov-Dec issue out on the normal schedule.

The Nov-Dec issue is in production now, and should be about ready to be delivered to the printer around the normal 8th October. There were three excellent and exciting candidates for the cover photo - I'll leave you in suspense until the issue is published.

**Operations:**

As always, I'm searching for more home-grown articles. (Every newsletter editor has this problem). Kindly help push people to create articles for us.

From the recent scholarships/grants, the Nov-Dec issue will have an excellent article by Lowell about the Mingei Museum show of Carl Jennings' works, and also an article by Kacy Ganley based on his Daniel Miller class. I'm still expecting two more articles from scholarship recipients at that class - I hope to receive them in time for the Jan-Feb issue.

**PLEASE:** do not assume that I hear about an event, class, or happening. I would much rather be told about something by many people than not know about it.

It's on my action-item list to contact more of the instructors who were awarded certificates at Spring Conference for info about their instructor demos.

Due to changes in USPS requirements, we have had to create a new registration with the Post Office. This will enable us to continue to use bulk mail system and rates for our mailings. This was handled for us by our printing service.

**Statistics**

Our circulation peaked at 1099 for the May-June issue. Then we had our usual drop to 716 for July-August. Average number printed in May 2012 thru Mar 2013: 878

### **Article reprints**

As of Sept 26, we have had 12 articles reprinted thus far in 2013 in other newsletters. This is up from 10 reported at the last board meeting.

### **Editor exchange**

Nothing new here. If you are interested in seeing other organization's newsletters, let me know.

### **Magazine Content**

#### **Instructor articles**

Need to stay on top of this.

#### **My challenge to the board continues: help me find articles!**

This doesn't mean you have to write: help me find writers/articles

Please respond with a tip for "I thought everybody already knew this"

Do you know of a special demo, event, etc: let me know so that we can make arrangements to cover

Respectfully Submitted,  
Mike Mumford  
Editor, California Blacksmith Magazine

6. Website – Lisa Guthrie  
No report

7. Library – Alan Drew  
No report

8. Grants - Daniel Dole Kirk McNeill

September 4, 2013

Mark Willoughby

450 N. Arlington Ave. #402

Reno, Nevada 89503

## **Letter of Application for a General Grant**

Dear Mr. Dole and Directors,

I am requesting a general grant from CBA for my trip to Japan to learn about the Japanese sword. In order to learn how the sword is constructed, I will also be learning the history, use, and philosophy behind its construction. Only by understanding all these aspects of the Japanese sword can one truly understand its construction.

Location- On October 8<sup>th</sup> of this year I will be traveling to Seto Japan for a 2 week stay. From Seto I will make day trips to various swordsmiths shops in Seki City. I have contacted 2 licensed swordsmithing shops and have arrangements for visits.

The Reason- The goal of visiting these swordsmith shops is to go with an open mind and learn everything I can about the production techniques and philosophy that goes into the creation of a Japanese sword. If you want to learn about baseball you go to the United States; if you want to learn about making Japanese swords you go to Japan.

Accomplishing the project- Airfare has been purchased. Hotel reservations have been made. I have specific appointments with swordsmith Fukudome Sensei in Seki City. With the help of an interpreter I will interview Sensei about how he became a swordsmith and why. I will record by photo and notes his working routines, methods and all he has to say about the making of a sword.

Time frame for completion of project- I will return from Japan October 27<sup>th</sup>, 2013. I will write at least one article for CBA by the end of November 2013.

Funding needed and requested-

My portion of the total cost of the trip is \$3,975.

I am requesting a \$2000 grant from CBA.

Budget- Based on cost for myself only

Airfare to Japan.....\$1,200

Insurance.....200

Hotels.....1,425

Food.....350

Local train or taxi.....200

Interpreter fees.....350

Gifts for smiths (tradition) .250

Total.....\$3,975

Return on CBA investment- My article "Cable Katana" was recently published in California Blacksmith No.13-05, September/October 2013.

I will write an article about my experience from visiting a Japanese swordsmith . It will cover any and all techniques that I learned, plus the philosophy that goes into the creation of Japanese blades. I will be happy to give any demonstration of the techniques learned.

Commitment date of completion- After my return on October 27<sup>th</sup>, 2013, I will complete an article by the end of November and complete any demonstration by the end of summer of 2014.

Qualification for a grant-

I am currently a member of CBA and have been for over 6 months.

I have had a 3-page article published in California Blacksmith No.13-05, September/October 2013.

I attended the Placerville CBA conference 2013 where I entered one of my Japanese-style swords in the Gallery competition.

Thank you for your consideration. I look forward to answering any questions.

Sincerely,

Mark Willoughby

[Mark7855@icloud.com](mailto:Mark7855@icloud.com)

775-343-5238

**Action:** \$1500 now and \$500 after next article is submitted: grant approved unanimously

9. Education –

Toni and Michael are considering the chair position decision forthcoming at O'fest

10. Election Committee – John McLellan

5 people running for 3 positions

11. Finance Committee - Alan Drew

No report

12. Safety Committee - Georg O'Gorman

I will be forging at Yosemite for two weeks end of July and beginning of Aug. I do not have any knowledge of any safety issues at this time.

13. Policies and Procedures - John McLellan

No updates

**Old Business:**

a. Action Items from Oct meeting

- i. **ACTION** further discussion at Jan meeting regarding promotion and growth goal **moved to SC meeting** Held over to July 2013 meeting (Monica Bob ... Lowell to call) Cancelled
- ii. **ACTION Bob to report to Lowell this week on brochure** ... Lowell working with Monica and will follow-up at July board meeting Done
- iii. **ACTION ... discuss proposal of teaching station at SC2013 meeting** ... pending input from board ... need detailed budget (Earlier proposal was to lease or buy portable station ... no specific detailed proposal) ... tabled until Education Chair and committee are in place for leading this activity. Cancelled ... Lowell

b. SC 2014 Vista

- i. No update ...
- ii. **Action:** Tom to contact Dave Vogel for information and budget

c. SC 2015 moved earlier in meeting

- d. Bridge Troll for new Bay Bridge (**CBA Sponsored** Workshop to be presented to People of California) possible leader: **Action:** Michael Wood to make proposal ... closed

**New Business:**

1. Sale of "Flight Diomedea" – going to Perth Australia for \$14,000 +\$1000 to be deposited into a CD for future use
  - a. Approved
  - b. **Action:** Tom establish CD
2. Promotion Committee Guidelines (attached) : Done
3. Education Workshops -- need more one-day events
4. Claudio sculpture sale: Done
5. Event registration process – Herb Upham requests paper copy in magazine as standard procedures

**Correspondence:**

None

**Comments and questions:**

Adjourned: 6:05

CALIFORNIA BLACKSMITH ASSOCIATION

PROMOTION GUIDELINES:

PROMOTIONAL EVENTS AND

BLACKSMITH WARS

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### **CBA PROMOTIONS GUIDELINES**

All California Blacksmiths Association Promotional events are, above all else, an educational event. A promotional event should elicit excitement in becoming a member of CBA and must educate the public and those interested in blacksmithing at all levels of education and experience as to the goals of CBA and the benefits of membership.

The CBA is chartered by the State of California as a non-profit educational organization.

CBA promotional events are designed to introduce CBA to other membership organizations that are interested in blacksmithing or metal working. A promotional contest (e.g. Blacksmith Wars) is targeted towards promoting CBA. The contest should provide a valuable learning environment for professional and amateur blacksmiths. Education and



experience gained by the contest team will be brought back to CBA in the form of publications, demonstrations, seminars, and workshops and must be tailored for all levels of interest: novice, intermediates, and advanced.

Year to year consistency needs to be maintained through a Board position of promotions coordinator. If the "Promotions Chairperson(s)" position is vacant, the CBA Vice-President will act as promotions coordinator.

## PROMOTIONS CHAIRPERSON(S)

Fairness:

1. Promotional Events e.g., Blacksmith Wars or others of this type must be open to all CBA membership holders for participation. These are membership funds being spent and it has to be a fair and honest selection for the CBA Promotional event representatives.
2. The events will be publicized to the CBA membership as a whole and the CBA membership will be encouraged to compete for a spot on a team.
3. Internal competition venues for a team spot will be decided and publicized by the CBA Board of Directors.
4. The number of Team members sent to attend a promotional event will be taken from the entry event requirements or decided by the CBA Board of Directors.
5. A team may not compete in a additional CBA Promotional Events without first providing a report on the last CBA Promotional event where they represented CBA.
- 6.

The Promotions Chair(s) are responsible for:

1. Selecting the promotional events, e.g., Blacksmithing Wars contests, or booth displays, to send either a competitive CBA contest team or other representatives of CBA to promote the CBA organization.
2. Communicating with the Safety Chair for any issues that may arise in the review of promotional events or in the execution of promotional events in order to keep a safe environment for any promotional events attended by CBA members as representatives of CBA.

Promotional Events (e.g., Blacksmith Wars):

Board Responsibilities:

1. Blacksmith Wars or other Similar Promotional Events will be funded for the remainder of 2013 and for two years (2014/2015) as a pilot program to see if CBA membership can be enhanced through this type of promotional event.
2. The CBA Board of Directors will make the final decision of renewing Blacksmith Wars events for the year 2016 and for following years. This decision should be made using reports from the teams representing CBA.
3. The CBA Board of Directors will select the CBA contest team to represent CBA at an event that will hold a blacksmithing contest. This CBA contest team may have to “win” internal CBA blacksmith contests to qualify to represent CBA or be designated by the Promotions Chair(s), CBA Vice-president, or Promotions Coordinator.
4. The CBA Board of Directors is charged with approving a grant of up to \$1500, not to exceed Two (2) grants in a membership year, for a CBA contest team to cover costs associated with promoting CBA by attending and competing in blacksmithing contests.

Promotional Representative Responsibilities:

1. Keeping the board informed on the budget for CBA contest teams and current status of executed or upcoming events.
2. Reviewing and informing the board of the CBA contest team's experiential or educational materials produced for distribution to CBA and making these materials available.
3. Informing the CBA board of any cash awards, winnings, made objects, etc. as part of a report to the CBA Board of Directors on the promotional event.
4. Must act appropriately and safely while Representing CBA at a Promotional Event. This includes wearing the required safety equipment per CBA safety rules, at a minimum, and the event safety rules, if so required.
5. Must keep track of all sales of CBA promotional items and provide an accounting, in the form of a report, to the CBA Promotions Chair(s) or designee.
6. Must keep track of any expenses related to representing CBA at a Promotional Event and providing those expenses, in the form of a report, to the CBA Promotions Chair(s) or designee.

### **LOGISTICS (Things to Consider)**

#### Lodging

2. Lodging - motels, camping (RVs and tents) for promotion staff
3. Procurement - fuel, material, equipment, as applicable.
4. Transportation- cost of gas, tickets, etc.

#### Financial: (With guidance from the CBA Treasurer)

1. Budget – Fees related to promotional event at locations other than a CBA Event. This needs to be developed and provided to the CBA Promotions Chair(s) or designee, prior to representing the CBA at a promotional event.
2. Conference fee – Fee charged to participate or promote CBA organization. This needs to be provided to the CBA Promotions Chair(s) or designee, prior to representing the CBA at a promotional event.
3. Insurance – Ensure that the CBA members representing CBA promotion covered for issues or accidents that may occur while attending another event. This information should be provided to the CBA Safety Chairpersons prior to attending a promotional event.

#### Merchandise:

1. There should be standard list of items (e.g. Hats, Tee Shirts, Mugs, etc.) with the prominent CBA logo available for sale to raise funds for CBA.
2. Request from Finance an appropriate amount of merchandise based on estimated attendance of the event. This merchandise must be protected from weather, loss, etc. Any merchandise not sold must be returned to CBA prior to the next event.

#### Brochures:

1. Distribute current brochures, along with business cards, extra magazines, etc. at the promotions table.
2. The CBA Board of Directors insists that the message or text on distributed brochures must be current and

consistent with the information found on the CBA website found at: <http://www.calsmith.org>. No materials with membership price will be distributed, all interested people must be sent to the CBA website <http://www.calsmith.org>. to obtain the most current membership pricing information.

### **TIMELINE**

CBA Board Approval:

1. Identify Promotional event Venue – 6 to 9 months before event. Present information to the CBA Promotions Chair(s) or designee.
2. Seek board approval 3 to 6 months before event. The CBA Promotions Chair(s) or designee, will bring the event to either a CBA Board Meeting or provide the event information details to the CBA Board of Directors via email and solicit responses back as to approve or reject the event entry.
3. Submit Event fees and entry fees, as applicable, 2 to 3 months before event

### **SAFETY**

CBA Promotion Representatives (e.g. CBA Contest Teams, Promotions table staff) must read and follow all the standard CBA safety rules and guidelines. These guidelines are available from the CBA Education/Safety Committee and are posted on the CBA web site. Safety glasses are required and hearing protection is a good idea.

### **COMMUNICATIONS**

The Promotions Committee is exploring promotion events and activities and in light of that the CBA Board of Directors expects that there will be communications sent back and forth between the promotion committee and the CBA promotion representatives. Lesson learned, success stories etc. must be shared so the CBA board can make decisions based on data and information from the CBA promotion representatives engaged in that event.

*Reminder: Please write or have someone write an article about the event for the next magazine. Include a lot of pictures.*

### **SUSTAINABILITY**

The goal of Promoting the California Blacksmith Association is to ensure that the organization is sustainable and thereby continuing to provide education about blacksmithing to the interested public and the CBA membership.

While providing grants to CBA members is a seemingly good use of membership resources, the data on the cost versus benefit to the CBA organization must be reviewed and found as a net benefit to the CBA organization and its

membership. It is the CBA Board of Directors Responsibility to ensure that this review is performed and discussed at the CBA board meetings.

Treasurer's report attachments:

<b>California Blacksmiths Association</b>		<b>Current Year</b>	<b>Current Year</b>	<b>Prior Year</b>	<b>Prior Year</b>	<b>Prior Year</b>
<b>2012-2013 Operating Budget</b>		<b>2013-2014</b>	<b>2012-2013</b>	<b>2011-2012</b>	<b>2010-2011</b>	<b>2009-2010</b>
<i>Fiscal Yr. April 1st. - March 31st.</i>		<b>Budget</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>
	<i># of Active Memberships (ending)</i>	613*	970	891	813	714
	<b>INCOME</b>					
<b>4000</b>	<b>Member Dues</b>	<b>58,000</b>	<b>44,593</b>	<b>53,351</b>	<b>42,785</b>	<b>34,315</b>
4100	<i>Conference Income</i>					
4101	Registration	43,400	57,958	32,423	28,817	38,853
4102	Meals	9,750	4,000	775	0	300
4103	Iron Hat	2,000	3,780	1,263	1,460	2,317
4104	Auction	8,000	19,884	2,260	9,749	15,320
4105	Refund	0	(1,935)	0	0	(149)
4106	Merchandise	4,500	2,001	2,423	3,158	3,267
4107	Advertising	0	0	0	0	225
4110	Misc. Conference Income	500	0	0	984	2,605
<b>4100</b>	<b>Total Conference Income</b>	<b>68,150</b>	<b>85,687</b>	<b>39,144</b>	<b>44,168</b>	<b>62,738</b>
4200	<i>Event Income</i>					
4201	Registration	20,000	13,113	17,409	14,914	13,524
4202	Event Sales	3,500	880	3,644	0	0
4204	Iron Hat	1,500	1,217	1,227	1,280	1,074
4205	Misc. Event Income	500	100	216	920	720
4207	Auction	2,500	2,598	2,185	1,880	2,581
<b>4200</b>	<b>Total Event Income</b>	<b>28,000</b>	<b>17,908</b>	<b>24,681</b>	<b>18,994</b>	<b>17,899</b>
4300	<i>Misc. Income</i>					
4301	Contributions/Gifts	0	6,626	5,000	340	66
4302	Grants	0	0	0	2,000	0
4303	Library Fees	0	0	0	25	35
4305	Merchandise Sales	450	0	(5,238)	60	4
4300	Other Misc. Income	120	0	130	275	0
<b>4300</b>	<b>Total Misc. Income</b>	<b>570</b>	<b>6,626</b>	<b>(108)</b>	<b>2,700</b>	<b>105</b>
<b>4299</b>	<b>Bank Interest</b>	<b>200</b>	<b>115</b>	<b>189</b>	<b>225</b>	<b>505</b>
	<b>TOTAL INCOME</b>	<b>154,920</b>	<b>154,929</b>	<b>117,257</b>	<b>108,871</b>	<b>115,562</b>
	<b>EXPENSE</b>					
6200	<i>Special Projects</i>	<b>363</b>	<b>1,719</b>	<b>363</b>		
6201	Magazine Archive	0	0	0	0	1,025
<b>6200</b>	<b>Total Special Projects</b>	<b>363</b>	<b>1,719</b>	<b>363</b>	<b>0</b>	<b>1,025</b>
5000	<i>Magazine Expense</i>					
5003	Postage	2,900	839	2,253	2,661	3,163
5004	Printing	7,200	12,780	6,516	24,571	26,303
5005	Magazine Editor	3,600	3,600	5,760	0	42
5000	Magazine Office	16,300	14,840	10,600	0	1,278

<b>5000</b>	<b>Total Magazine Expense</b>	<b>30,000</b>	<b>32,059</b>	<b>25,129</b>	<b>27,232</b>	<b>30,786</b>
<b>5050</b>	<b>Website Expense</b>	<b>4,200</b>	<b>4,328</b>	<b>682</b>	<b>498</b>	<b>0</b>
5100	<i>Conference Expense</i>					
5101	Site/Set-up	7,248	10,386	7,279	4,654	4,930
5102	Demos	8,946	11,889	5,204	8,217	5,799
5103	Lodging	1,566	2,867	776	5,297	2,572
5104	Sales Expense	2,055	3,033	2,423	2,433	2,493
5106	Food	1,002	5,992	16,390	6,170	10,120
5107	Supplies	2,219	2,191	5,824	1,753	2,280
5108	Misc Conference Expense	6,047	12,612	584	1,637	5,746
<b>5100</b>	<b>Total Conference Expense</b>	<b>29,084</b>	<b>48,969</b>	<b>38,480</b>	<b>30,161</b>	<b>33,940</b>
5200	<i>Event Expense</i>					
5201	Site/Setup	4,500	1,625	1,771	2,653	3,058
5202	Demos	10,000	1,625	400	2,100	2,650
5203	Evt. Logging	2,500	149	135		
5204	Evt Sales exp	1,500	0	316		
5205	Evt Credit Card	1,200	0	416		
5206	Food	7,000	8,086	8,362	7,261	8,616
5207	Supplies	0	3,372	1,728	2,884	3,645
<b>5200</b>	<b>Total Event Expense</b>	<b>26,700</b>	<b>14,857</b>	<b>13,128</b>	<b>14,898</b>	<b>17,969</b>
5300	<i>Education &amp; Training</i>					
5306	Educ. Demonstrator	4,000	1,906	3,421	1,484	500
5305	Misc. Educ. Expense	4,800	1,506	5,132	1,963	1,757
5303	Instructor Training	3,500	765	3,218	1,930	521
5304	Workshop Materials	2,000	1,178	1,425	2,475	1,700
<b>5300</b>	<b>Total Educ. &amp; Training Expense</b>	<b>14,300</b>	<b>5,355</b>	<b>13,197</b>	<b>7,852</b>	<b>4,478</b>
5400	<i>Scholarships Expense</i>					
5410	Other Schools	400	800	1,000	0	290
5400	Other Scholarships	2,000	0	1,000	1,750	2,000
<b>5400</b>	<b>Total Scholarships</b>	<b>2,400</b>	<b>800</b>	<b>2,000</b>	<b>1,750</b>	<b>2,290</b>
<b>5500</b>	<b>Library</b>	<b>500</b>	<b>459</b>	<b>0</b>	<b>376</b>	<b>0</b>
<b>5600</b>	<b>Promotions</b>	<b>4,000</b>				
<b>5800</b>	<b>Safety Educ. &amp; Training</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>61</b>	<b>0</b>
6000	<i>Administration</i>					
6070	Processing Fees	350	40	315	13	0
6015	Secretary's Expense	500	104	27	221	1,438
6013	Registration	1,000	0	300	656	918
6010	Bookkeeping Expense	75	560	0	6	0
6011	Tax Preparation	450	480	450	500	400
6012	Board Meetings/Travel	3,500	1,959	3,612	1,721	4,885
6014	Office Expense	500	386	522	233	502
6016	Postage	450	226	457	145	1,061
6018	Officer Stipend	10,800	7,200	17,400	14,400	14,400
6020	Taxes & Fees	250	60	206	60	110

6025	Returned Checks	0	0	0	0	80
6030	Bank Charges	500	542	1,690	404	532
6040	Credit Card Discount Fees	1,200	2,365	1,094	2,221	2,739
6050	Lease, CC Machine	800	796	679	813	842
6060	Membership	1,600	839	395	1,618	1,920
6065	Contributions/Donations	500	500	500	500	600
<b>6000</b>	<b>Total Administration</b>	<b>22,475</b>	<b>16,057</b>	<b>27,647</b>	<b>23,512</b>	<b>30,426</b>
6100	Insurance					
6110	Accident Insurance	1,202	1,202	1,202	1,202	1,202
6112	D&O Insurance	660	1,250	1,250	1,250	1,250
6114	General Liability Insurance	1,500	3,045	3,045	3,045	3,045
<b>6100</b>	<b>Insurance Expense</b>	<b>3,362</b>	<b>5,497</b>	<b>5,497</b>	<b>5,497</b>	<b>5,497</b>
	<b>TOTAL EXPENSE</b>	<b>133,433</b>	<b>130,100</b>	<b>126,123</b>	<b>111,836</b>	<b>126,410</b>
	<b>NET INCOME</b>	<b>21,487</b>	<b>24,830</b>	<b>(8,866)</b>	<b>(2,965)</b>	<b>(10,848)</b>
	<b>RESERVES</b>					

\* Current Membership roll as of 4-1-2012

## P&L 2013-2014 YTD

Apr 1 - Sep 26, 13

### Ordinary Income/Expense

#### Income

4000 · Dues	18,754.83
4100 · Conf income	
4101 · Registration	20,232.42
4102 · Meals	3,825.00
4103 · Iron in hat	1,951.06
4104 · Auction	14,290.00
4105 · Refund	-1,850.00
4106 · Merchandise Sales	4,092.00
4110 · Misc conf revenue	413.00
Total 4100 · Conf income	<u>42,953.48</u>
4200 · Event income	
4201 · Evt registration	<u>8,508.59</u>
Total 4200 · Event income	<u>8,508.59</u>
4299 · Bank interest	<u>20.30</u>
Total Income	<u><u>70,237.20</u></u>

Gross Profit 70,237.20

Expense

5650 · Promotions 3,000.00

5000 · Magazine

5001 · Magazine office 7,140.00

5003 · Magazine postage 221.97

5004 · Printing 5,991.19

5005 · Magazine Editor 1,800.00

Total 5000 · Magazine 15,153.16

5050 · Web Expenses 2,227.48

5100 · Conf expense

5101 · Site/setup 1,548.00

5102 · Demos 10,645.76

5103 · Lodging 1,958.00

5104 · Sales exp 2,055.00

5106 · Food exp 4,252.18

5107 · Supplies 2,218.89

5108 · Misc conf exp 6,047.48

5109 · Adv.to conf. mgr. 415.00

Total 5100 · Conf expense 29,140.31

5200 · Event expense

5201 · Evt site/setup 2,349.02

5202 · Evt demos 195.00

5206 · Evt food 248.97

5207 · Evt supplies 631.35

Total 5200 · Event expense 3,424.34

5300 · Ed/Training

5304 · Workshop materials 177.40

Total 5300 · Ed/Training 177.40

5400 · Scholarships and Grants

5405 · Grants 1,000.00

5410 · Other schools 1,160.00

Total 5400 · Scholarships and Grants 2,160.00

5500 · Library -10.00

6000 · Admin

6015 · Secretary's Expense 78.00



6012 · Board meetings/travel	721.25
6014 · Office expense	95.64
6016 · Postage	57.08
6018 · Officer Stipend	3,300.00
6030 · Bank charges	307.70
6040 · CC Discount Fees	1,216.07
6050 · Lease, CC Machine	490.34
6060 · Membership	327.00
Total 6000 · Admin	<u>6,593.08</u>
6100 · Ins	
6110 · Accident insurance	-484.00
6112 · D & O insurance	0.00
6100 · Ins - Other	3,391.00
Total 6100 · Ins	<u>2,907.00</u>
Total Expense	<u>64,772.77</u>
Net Ordinary Income	<u>5,464.43</u>
Net Income	<u><u>5,464.43</u></u>

## Balance Sheet

Sep 30, 13

### ASSETS

#### Current Assets

#### Checking/Savings

#### 1000 · Checking

1005 · Main Checking 2865 6,827.94

1035 · Merchant Acct 8622 343.31

1050 · Sect. Acct 6404 1,570.00

Total 1000 · Checking 8,741.25

#### 1100 · Savings

1106 · Toomey Memorial 15,000.25

1115 · Bedayn Thomson 5,552.52

1105 · Savings 0334 50,358.87

1150 · CD savings 15,965.34

Total 1100 · Savings 86,876.98

Total Checking/Savings 95,618.23

Total Current Assets	<u>95,618.23</u>
<b>TOTAL ASSETS</b>	<u><u>95,618.23</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	<u>-20.80</u>
Total Accounts Payable	<u>-20.80</u>
Total Current Liabilities	<u>-20.80</u>
Total Liabilities	-20.80
Equity	
3000 · Opening Bal Equity	-5,512.77
3100 · Funds	
3120 · Grant Fund	41,736.80
3160 · Memorial, Toomey	4,500.00
3180 · Bedayn Thomson Grant Fund	500.00
3200 · Operating Budget	<u>71,250.00</u>
Total 3100 · Funds	117,986.80
	-
3300 · Allocated Funds	112,986.80
3900 · Funds Balance	90,687.37
Net Income	<u>5,464.43</u>
Total Equity	<u>95,639.03</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>95,618.23</u></u>

## P&L Q2 2013/2104

	<u>Jul - Sep</u>
	<u>13</u>
Ordinary Income/Expense	
Income	
4000 · Dues	2,907.24
4100 · Conf income	
4110 · Misc conf revenue	<u>55.00</u>
Total 4100 · Conf income	55.00

4200 · Event income	
4201 · Evt registration	<u>2,794.20</u>
Total 4200 · Event income	2,794.20
4299 · Bank interest	<u>8.54</u>
Total Income	<u>5,764.98</u>
Gross Profit	5,764.98
Expense	
5650 · Promotions	3,000.00
5000 · Magazine	
5001 · Magazine office	2,460.00
5003 · Magazine postage	221.97
5004 · Printing	3,499.68
5005 · Magazine Editor	<u>900.00</u>
Total 5000 · Magazine	7,081.65
5050 · Web Expenses	1,112.81
5100 · Conf expense	
5106 · Food exp	<u>3,250.00</u>
Total 5100 · Conf expense	3,250.00
5200 · Event expense	
5207 · Evt supplies	<u>472.40</u>
Total 5200 · Event expense	472.40
5300 · Ed/Training	
5304 · Workshop materials	<u>177.40</u>
Total 5300 · Ed/Training	177.40
5400 · Scholarships and Grants	
5405 · Grants	1,000.00
5410 · Other schools	<u>350.00</u>
Total 5400 · Scholarships and Grants	1,350.00
5500 · Library	-10.00
6000 · Admin	
6012 · Board meetings/travel	260.59
6014 · Office expense	95.64
6016 · Postage	3.56
6018 · Officer Stipend	1,500.00

6030 · Bank charges	161.35
6040 · CC Discount Fees	168.29
6050 · Lease, CC Machine	260.27
6060 · Membership	<u>222.00</u>
Total 6000 · Admin	2,671.70
6100 · Ins	
6110 · Accident insurance	-484.00
6112 · D & O insurance	-275.00
6100 · Ins - Other	<u>3,391.00</u>
Total 6100 · Ins	<u>2,632.00</u>
Total Expense	<u>21,737.96</u>
Net Ordinary Income	<u>-15,972.98</u>
Net Income	<u><u>-15,972.98</u></u>