

Agenda/Minutes

CBA Board Meeting
April 25, 2014
SC2014, Vista

Board members

1. Lowell Chaput
2. Lisa Guthrie
3. Herb Upham *
4. Alan Drew
5. John McLellan *
6. Monica Coyne
7. Bob Jensen *
8. Tom Owens *
9. Anton Standteiner *
10. Michael Wood
11. Brad Young *
12. Mike Mumford *
13. Jack da Silva *
14. Mark Kochan *
- 15. Paul Boulay ***
- 16. Andrew Pellissier ***

*Indicates present

Board members not attending:

Lowell Chaput
Monica Coyne
Lisa Guthrie
Alan Drew

AGENDA

1. Attendance – Herb Upham
 - a. Roll: Board Members (11) Guests (4)
2. Approval of Agenda – Herb Upham
Approved ...

3. Approval of Minutes – Herb Upham
 - a. Approved by e-mail 1/20/2014 and posted on calsmith.org web site
4. Treasurer's Report – Tom Owens
Treasurer's Report 3-31-2014

1. To summarize the cash flow for the end of the fiscal year we received \$116,814 in income from dues and event income and had \$102,456 in total expenses. Our profit for the year was \$14,358. Our last quarter was very sluggish, as far as I can tell we only had 285 members renew for the new fiscal year. That's about 40% renewal. Spring conference numbers are also behind a bit but we'll have to see. Expected attendance was 300 and we are around 150.
2. For this fiscal year 2014-2015 I have reduced the budget based on numbers I'm seeing and unless we pick up membership numbers it could be a deficit year.
3. Not included in the final numbers for the year is the Flight Diomedia which adds \$14,000 to the balance sheet for the year.
4. I have the Jake James workshop numbers done and we made \$760 and a sculpture that I believe will bring in I would estimate \$8-\$10 thousand.
5. Lastly I had a conversation with Lowell about investing the money we have into something that will generate more cash for us and I will go over that at the meeting. We have some things to discuss.

Thomas J. Owens

Treasurer

Action: Proposal on generating interest income July meeting, Tom will e-mail proposal for reading ... Tom

Committee Reports:

1. Spring Conference – 2015
May meeting at site in Hollister, Cisneros, Alfred Bullermann, Frank Toussel
Action: Budget at July meeting Kirk McNeil
2. Spring Conference 2014
Dave Vogel, 4th conference he coordinated at Vista, acknowledged the strong local community that did the hard work. Observed that participants liked to see education demos ... disappointed that some of the demonstrators did not have many watching.
3. Membership -
Currently CBA has 904 members 604 have NOT renewed
4. Promotions – Bob Jensen
Bob has PDFs from Linda Murphy for use at events ... Lisa can put some material on web site.
5. Magazine - Mike Mumford

12 Apr 2014

1. **General:** Again, not a lot of change.
1. **Status:** The May-June issue is at the printer's now, and should be about ready to be mailed on a normal schedule.

1. **Operations:**

All outstanding scholarship articles have been received. Mark Willoughby has also said that he may consider doing more articles.

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.

PLEASE: as always, 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.

We received an additional overage charge from the printer due to mailing list issues. Hopefully this is now corrected.

I overlooked putting a membership renewal card into the March-April edition. This will go into the May-June edition.

4. **Statistics**

Average number printed was 870. I'm missing one bill: I expect that our average, per-copy magazine expense will be about \$5.40.

5. **Article reprints**

As of Apr. 11, we have had 1 article reprinted in 2014 in other newsletters.

6. **Editor exchange**

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

8. **Magazine Content**

8a. **Instructor articles**

Need to stay on top of this.

8b. **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 received ...

7. Library – Alan Drew

Dear CBA Board.

2014 has been an exciting year for the CBA library.

At the January Board meeting, the directors voted to do away with charges to CBA members for borrowing library materials. We decided to have the costs of mailing materials to borrowers be paid by CBA from the library budget.

Additionally, the Webmaster was able to implement an on-line check out system that really streamlined the process of borrowing, eliminating the physical mailing of requests and checks. Since that meeting the library has seen an incredible amount of interest.

We have fulfilled over 17 requests for materials since January. This compared to one or two during the entire previous year.

There were some interesting new books added during last year's budget period, as well as one software purchase.

Whitney Potter had converted a huge amount of our VHS material to disc during his terms as librarian. I purchased up to date (and Mac compatible) software to enable me to continue that process.

The new books are as follows;

Build Your Own Hydraulic Press- Jim Batson
The Blacksmiths Cookbook- Francis Whittaker
Chasing and Repousse - Corwin
The Skills of a Blacksmith III (joinery) -Aspery
Metall Design 2014- Elgass
Albert Paley on Park Avenue-

Based on the library requests, our membership has shown interest in a wide range of skill levels and pursuits. From knife making /Damascus videos, basic skills videos, treadle hammer videos, Mark Aspery's books, Dona Meilac's books, and power hammer/tooling-videos.

Members have especially expressed an interest in additional power hammer videos being added to our library.

Of course, Toby Hickman's DVD has been very popular. We lost such a great teacher there.

Respectfully submitted,
Alan Drew-CBA Librarian

8. Grants - Daniel Dole Kirk McNeill

One new:

April 20, 2014
California Blacksmith Association
Grant and Scholarship Committee
And Governing Board

Attn.: The Honorable Daniel Dole, Grantmaster.

Greetings Board and Committee Members

In August of 2014 the International Blacksmiths Festival will be held in Westpoint Arena, Exeter, Devon, UK. The festival will run from the 13th to the 16th of August. I am making this request for a grant to attend said festival and have California be represented in this International event.

I haven't worked out all of the details as there are still 3.5 months before the event but I wanted to present this request before I get too excited. In addition, there may be a possibility that something comes up and I can't go. I am, although, make the arrangements.

At this point, I am only planning the trip to the event with no side trips but this could change as I get more in depth with my planning.

The cost for the event is \$250± for the entry ticket. Flight and lodging will run around \$2700±. Meals, ground transportation and other incidentals might tack on \$1000 for the week. I will then request the full allotted \$2000 grant. The grant money will help to defray the cost of travel and lodging.

I will plan to do a photo and written essay of my experiences for the magazine and I foresee two and maybe three articles developing out of this expedition. The articles will be provided continuously from the date of the first magazine following my return. I will also be networking for possible demonstrators for our events here in California. I wish to thank the Board in advance for this opportunity.

Kind Regards.

Thomas J. Owens, PE, PLS

Treasurer, California Blacksmith Association.

Approved unanimously

9. Education –

Toni S. introduced himself. Excited about Joseph Habermann workshops coming up in Reno and Tahoe ... Pete Matilla will be another opportunity, and be available longer than Joseph.

Action: Details to be communicated ... Toni S.

10. Election Committee – John McLellan (Results from Herb Upham)

Results: (for reference)

Jack da Silva 41

Mark Kochan 39

Paul Boulay 35

Francois Leidinger 31

Andrew Pellissier 28

11. Finance Committee - Alan Drew

No report

12. Safety Committee - Georg O'Gorman

No report

13. Policies and Procedures - John McLellan

No report

Old Business:

- a. Action Items from January meeting
 - i. Identify a moderator for Social Media posting ...
Action: Julie Henry, Jon S. contact Kirk McNeill
 - ii. ~~Librarian debit card ... Tom~~
 - iii. ~~Education one day workshops ... education committee~~
- b. SC 2014 Vista
- c. SC 2015 Hollister
- d. SC 2016 Ferndale

Joe Koches ... has purchased Toby's workshop it will be at Joe's barn and be used in addition to the Fairgrounds ... Joe plans to have workshops to setup the Toby workshop. 2016 Badges for sale tomorrow!

New Business:

1. Budget approval 2014-2015
Approved unanimously
2. Ferndale 2016 Auction item ... Joe Koches
Approved unanimously
3. Toby Hickman Hand held tooling exhibit management: tools to go to Herb, from Joe Koches for permanent marking
Approved unanimously
4. Jake James sculpture
Held over to July meeting ... for guideline for opportunities ...
Action Tom and others ... Approved unanimously
5. Cost of conferences ... SC at renewal time ... issues regarding affordability ... student defined to be member of Level one program ... suggestion for conference committee
6. Optimize foreign demonstrators traveling around state ... N/S/E/W opportunities ...
7. Alex Bastha III Make a Wish/Make a Dream ... officially have contacts to provide smithing opportunities for clients
8. Election of 2014/2015 officers
 - a. Pres John McLellan
 - b. V Pres Paul Boulay
 - c. Sec Herb Upham
 - d. Treas Tom Owens
9. Fill vacancies by nomination if any
Andrew Pellissier nominated to fill Paul Boulay's vacancy as he moved to VP

Correspondence:

Bereavement cards for Toby Hickman and Scott Hewett

Comments and questions:

Adjourned: 8:20

Nex be CC Wed evening July 16 at 6:30

California Blacksmiths Association		Current Year	Current Year	Current Year	Current Year	Prior Year
2012-2013 Operating Budget		2014-2015	2013-2014	2013-2014	2012-2013	2011-2012
<i>Fiscal Yr. April 1st. - March 31st.</i>		Budget	Actual	Budget	Actual	Actual
	<i># of Active Memberships (ending)</i>	285*	901	901	970	891
	INCOME					
4000	Member Dues	41,000	29,354	58,000	44,593	53,351
4100	<i>Conference Income</i>					
4101	Registration	30,000	28,808	43,400	57,958	32,423
4102	Meals	0	3,825	9,750	4,000	775
4103	Iron Hat	2,000	1,951	2,000	3,780	1,263
4104	Auction	8,000	14,290	8,000	19,884	2,260
4105	Refund	0	(1,850)	0	(1,935)	0
4106	Merchandise	2,500	4,092	4,500	2,001	2,423
4107	Advertising	0	0	0	0	0
4110	Misc. Conference Income	300	413	500	0	0
4100	Total Conference Income	42,800	51,529	68,150	85,687	39,144
4200	<i>Event Income</i>					
4201	Registration	22,000	24,151	20,000	13,113	17,409
4202	Event Sales	1,000	1,100	3,500	880	3,644
4204	Iron Hat	1,500	1,099	1,500	1,217	1,227
4205	Misc. Event Income	500	0	500	100	216
4207	Auction	6,300	6,321	2,500	2,598	2,185
4200	Total Event Income	31,300	32,671	28,000	17,908	24,681
4300	<i>Misc. Income</i>					
4301	Contributions/Gifts	0	3,000	0	6,626	5,000
4302	Grants	0	0	0	0	0
4303	Library Fees	0	0	0	0	0
4305	Merchandise Sales	450		450	0	(5,238)
4300	Other Misc. Income	120	60	120	0	130
4300	Total Misc. Income	570	3,060	570	6,626	(108)
4299	Bank Interest	200	200	200	115	189
	TOTAL INCOME	115,870	116,814	154,920	154,929	117,257
	EXPENSE					
6200	<i>Special Projects</i>	0	3,000	363	1,719	363
6201	Magazine Archive	0	0	0	0	0

6200	Total Special Projects	0	3,000	363	1,719	363
5000	<i>Magazine Expense</i>					
5003	Postage	600	585	2,800	839	2,253
5004	Printing	12,000	11,971	6,900	12,780	6,516
5005	Magazine Editor	3,600	3,600	7,000	3,600	5,760
5000	Magazine Office	14,500	14,340	12,500	14,840	10,600
5000	Total Magazine Expense	30,700	30,497	29,200	32,059	25,129
5050	Website Expense	4,400	4,342	4,200	4,328	682
5100	<i>Conference Expense</i>					
5101	Site/Set-up	1,500	1,548	11,500	10,386	7,279
5102	Demos	8,000	10,646	13,600	11,889	5,204
5103	Lodging	0	1,958	1,600	2,867	776
5104	Sales Expense	1,000	2,055	3,280	3,033	2,423
5106	Food	22,000	1,002	9,800	5,992	16,390
5107	Supplies	8,000	2,251	2,600	2,191	5,824
5108	Misc Conference Expense	0	6,691	4,012	12,612	584
5100	Total Conference Expense	40,500	26,150	46,392	48,969	38,480
5200	<i>Event Expense</i>					
5201	Site/Setup	4,500	3,874	4,500	1,625	1,771
5202	Demos	10,000	1,018	10,000	1,625	400
5203	Evt. Logging	2,500	0	2,500	149	135
5204	Evt Sales exp	1,500	1,602	1,500	0	316
5205	Evt Credit Card	1,200	7,235	1,200	0	416
5206	Food	7,000	2,719	7,000	8,086	8,362
5207	Supplies	0	0	0	3,372	1,728
5200	Total Event Expense	26,700	16,448	26,700	14,857	13,128
5300	<i>Education & Training</i>					
5306	Educ. Demonstrator	4,000	0	4,000	1,906	3,421
5305	Misc. Educ. Expense	4,800	177	4,800	1,506	5,132
5303	Instructor Training	3,500	0	3,500	765	3,218
5304	Workshop Materials	2,000	0	2,000	1,178	1,425
5300	Total Educ. & Training Expense	14,300	177	14,300	5,355	13,197
5400	<i>Scholarships Expense</i>					
5405	grants	1,000	1,000			
5410	Other Schools	400	1,160	400	800	1,000
5400	Other Scholarships	2,000	2,000	2,000	0	1,000
5400	Total Scholarships	2,400	4,160	2,400	800	2,000
5500	Library	500	372	500	459	0
5800	Safety Educ. & Training	380	0	50	0	0
6000	<i>Administration</i>					

6070	Processing Fees	0	0	350	40	315
6015	Secretary's Expense	500	78	500	104	27
6010	Bookkeeping Expense	75	19	75	560	0
6011	Tax Preparation	450	480	450	480	450
6012	Board Meetings/Travel	3,500	1,087	3,500	1,959	3,612
6014	Office Expense	500	200	500	386	522
6016	Postage	450	202	450	226	457
6018	Officer Stipend	7,200	6,900	10,800	7,200	17,400
6020	Taxes & Fees	250	60	250	60	206
6025	Returned Checks	0	0	0	0	0
6030	Bank Charges	500	569	500	542	1,690
6040	Credit Card Discount Fees	1,850	1,872	1,200	2,365	1,094
6050	Lease, CC Machine	950	944	800	796	679
6060	Membership	1,600	1,992	1,600	839	395
6065	Contributions/Donations	500	0	500	500	500
6000	Total Administration	18,325	14,403	21,475	16,057	27,347
6100	<i>Insurance</i>					
6110	Accident Insurance	0	(484)	1,202	1,202	1,202
6112	D&O Insurance	0	0	1,250	1,250	1,250
6114	General Liability Insurance	3,391	3,391	3,045	3,045	3,045
6100	Insurance Expense	3,391	2,907	5,497	5,497	5,497
	TOTAL EXPENSE	141,596	102,456	151,077	130,100	125,823
	NET INCOME	(25,726)	14,358	3,843	24,830	(8,566)
	RESERVES					

Balance Sheet 2013-2014

Mar 31, 14

ASSETS

Current Assets

Checking/Savings

1000 · Checking

1005 · Main Checking 2865 6,782.77

1035 · Merchant Acct 8622 244.58

1050 · Sect. Acct 6404 8,429.00

Total 1000 · Checking	15,456.35
1100 · Savings	
1151 · CD #2 savings	14,000.00
1106 · Toomey Memorial	15,000.25
1115 · Bedayn Thomson	5,552.52
1105 · Savings 0334	50,387.99
1150 · CD #1 savings	<u>15,965.34</u>
Total 1100 · Savings	<u>100,906.10</u>
Total Checking/Savings	<u>116,362.45</u>
Total Current Assets	<u>116,362.45</u>
TOTAL ASSETS	<u>116,362.45</u>
Final quarter P&L	
LIABILITIES & EQUITY	
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	8,487.23
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	<u>117,986.80</u>
	-
3300 · Allocated Funds	112,986.80
3900 · Funds Balance	90,687.37
Net Income	12,208.65

Total Equity	<u>116,383.25</u>
TOTAL LIABILITIES & EQUITY	<u>116,362.45</u>
	Jan - Mar 14
Ordinary Income/Expense	
Income	
4000 · Dues	7,110.00
4100 · Conf income	
4101 · Registration	<u>8,575.81</u>
Total 4100 · Conf income	8,575.81
4200 · Event income	
4201 · Evt registration	<u>1,350.00</u>
Total 4200 · Event income	1,350.00
4299 · Bank interest	12.37
4300 · Miscellaneous income	
4301 · Contributions/gifts	<u>3,000.00</u>
Total 4300 · Miscellaneous income	<u>3,000.00</u>
Total Income	<u>20,048.18</u>
Gross Profit	20,048.18
Expense	
5000 · Magazine	
5001 · Magazine office	2,280.00
5004 · Printing	4,189.21
5005 · Magazine Editor	<u>900.00</u>
Total 5000 · Magazine	7,369.21
5050 · Web Expenses	1,055.79
5100 · Conf expense	
5108 · Misc conf exp	<u>228.16</u>
Total 5100 · Conf expense	228.16
5200 · Event expense	
5202 · Evt demos	<u>1,000.00</u>

Total 5200 · Event expense	1,000.00
5500 · Library	381.56
6000 · Admin	
6010 · Bookkeeping Expense	18.98
6012 · Board meetings/travel	326.25
6014 · Office expense	104.45
6016 · Postage	95.04
6018 · Officer Stipend	1,800.00
6030 · Bank charges	121.35
6040 · CC Discount Fees	217.16
6050 · Lease, CC Machine	223.38
6060 · Membership	1,482.00
Total 6000 · Admin	<u>4,388.61</u>
Total Expense	<u>14,423.33</u>
Net Ordinary Income	<u>5,624.85</u>
Net Income	<u><u>5,624.85</u></u>

Fiscal 2013-2014 P&L

	<u>Apr '13 - Mar 14</u>
Ordinary Income/Expense	
Income	
4000 · Dues	29,354.83
4100 · Conf income	
4101 · Registration	28,808.23
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>51,529.29</u>
4200 · Event income	
4201 · Evt registration	24,151.17

4202 · Evt sales	1,100.00
4204 · Evt Iron in hat	1,099.00
4207 · Evt Auction	<u>6,321.00</u>
Total 4200 · Event income	32,671.17
4299 · Bank interest	49.42
4300 · Miscellaneous income	
4301 · Contributions/gifts	3,000.00
4305 · Merch/Memorabilia Sales	<u>60.00</u>
Total 4300 · Miscellaneous income	<u>3,060.00</u>
Total Income	<u>116,664.71</u>
Gross Profit	116,664.71
Expense	
5650 · Promotions	3,000.00
5000 · Magazine	
5001 · Magazine office	14,340.00
5003 · Magazine postage	585.15
5004 · Printing	11,971.44
5005 · Magazine Editor	<u>3,600.00</u>
Total 5000 · Magazine	30,496.59
5050 · Web Expenses	4,342.49
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	1,002.18
5107 · Supplies	2,250.83
5108 · Misc conf exp	6,275.64
5109 · Adv.to conf. mgr.	<u>415.00</u>
Total 5100 · Conf expense	26,150.41
5200 · Event expense	
5201 · Evt site/setup	3,873.98
5202 · Evt demos	3,018.00
5204 · Evt sales exp	1,601.68

5206 · Evt food	7,234.97
5207 · Evt supplies	<u>2,719.35</u>
Total 5200 · Event expense	18,447.98

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	1,160.00
5400 · Scholarships and Grants - Other	<u>2,000.00</u>
Total 5400 · Scholarships and Grants	4,160.00

5500 · Library	371.56
6000 · Admin	
6015 · Secretary's Expense	78.00
6010 · Bookkeeping Expense	18.98
6011 · Tax Preparation	480.00
6012 · Board meetings/travel	1,086.50
6014 · Office expense	200.09
6016 · Postage	202.02
6018 · Officer Stipend	6,900.00
6020 · Taxes & fees	60.00
6030 · Bank charges	568.90
6040 · CC Discount Fees	1,872.35
6050 · Lease, CC Machine	943.79
6060 · Membership	<u>1,992.00</u>
Total 6000 · Admin	14,402.63

6100 · Ins	
6110 · Accident insurance	-484.00
6112 · D & O insurance	0.00
6100 · Ins - Other	<u>3,391.00</u>
Total 6100 · Ins	<u>2,907.00</u>

Total Expense	<u>104,456.06</u>
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Net Ordinary Income	12,208.65
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Net Income

12,208.65

Jake James Workshop

	<u>Special Demonstrations</u>	<u>TOTAL</u>
Ordinary Income/Expense		
Income		
4200 · Event income		
4201 · Evt registration	<u>4,861.00</u>	<u>4,861.00</u>
Total 4200 · Event income	<u>4,861.00</u>	<u>4,861.00</u>
Total Income	<u>4,861.00</u>	<u>4,861.00</u>
Gross Profit	4,861.00	4,861.00
Expense		
5100 · Conf expense		
5102 · Demos	<u>2,000.00</u>	<u>2,000.00</u>
Total 5100 · Conf expense	<u>2,000.00</u>	<u>2,000.00</u>
5200 · Event expense		
5201 · Evt site/setup	1,346.40	1,346.40
5206 · Evt food	<u>754.22</u>	<u>754.22</u>
Total 5200 · Event expense	<u>2,100.62</u>	<u>2,100.62</u>
Total Expense	<u>4,100.62</u>	<u>4,100.62</u>
Net Ordinary Income	<u>760.38</u>	<u>760.38</u>
Net Income	<u>760.38</u>	<u>760.38</u>