

Agenda/Minutes

CBA Board Meeting
January 18, 2014
Tim Cisneros' Shop

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:

Anton Standteiner
John McLellan
Michael Wood

AGENDA

1. Attendance – Herb Upham
 - a. Roll: Board Members (7) Guests (6)
2. Approval of Agenda – Herb Upham
Approved ...
3. Approval of Minutes – Herb Upham
 - a. Approved by e-mail 10/26 and posted on calsmith.org web site
4. Treasurer's Report – Tom Owens
Treasurer's Report 12-31-2013

1. To summarize, the cash flow for the third fiscal quarter of the 2013-2014 year we received \$23,692.21 in income from dues and event income and \$25,234.46 in total expenses. This amounted to a loss of \$1,542.25. This loss is much less than the normal \$10k loss figure we typically see in this slow fiscal period. We had some good income from Oktoberfest. If we look at the overall picture we are looking real good as we are over \$97,000 in income and we still have the major part of Dues and Spring Conference fees to look forward to. We should hit our projected \$156K in income this year.
2. Oktoberfest final report is in the package.

3. I am preparing letters to be mailed out this month for the donations that were given during Spring Conference and Oktoberfest. Records are much better than we had last year so I should go much quicker even with the increase in donations.
4. Lowell, I have paper work for the new CD.
5. I'll be setting up the Spring Conference registration later this month for sign-ups. I need those phone numbers for Dave Vogel again.

Thomas J. Owens

Treasurer

Committee Reports:

1. Spring Conference – 2015
No report, first meeting Feb 8 ...
2. Membership -
Currently CBA has 797 members
3. Publication –
No report submitted to be removed ...
4. Promotions – Bob Jensen
Discussion regarding brochure ... may ask another designer ...
Social media ... lots of activity from nonmembers ... how aggressive should we be ...
Action: identify a moderator to monitor Social Media posting ... Lowell
5. Magazine - Mike Mumford

Editor Inputs for CBA January 2014 board meeting

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: The Mar-Apr issue is in draft form now, and should be about ready to be delivered to production around the normal 20th January.

Operations:

We have several scholarship-resultant articles in hand, more than we can print in a single edition, so I'm spacing them out. For the Daniel Miller and Western States reports, I asked for people to write about the experience of being there. Looking forward, I will asking any future scholarship writers to focus on technique.

One of the Daniel Miller scholarship articles is still not received.

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.

Web posting: the website password was updated on 1 Jan. Digital copies of the first 6 months (3 editions) were sent to the webmaster for posting.

4. Statistics

Our circulation peaked at 1099 for the May-June 2013 issue. Then we had our usual drop to 716 for July-August. We printed 831 copies for Nov-Dec.

5. Article reprints

As of Dec. 31, we have had 16 articles reprinted in 2013 in other newsletters. This is up from 12 reported at the last board meeting.

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

1. Website Classes updated through June 2014
2. Board Documents are posted for October Board Meeting
3. The Magazine Password was changed effective 1/1/14
4. The Magazine Archive is uploaded through June 2013 issue.
5. Membership prices was changed effective 1/1/14
6. A Library Request Form was created and added to the Library page
7. The Library resources are up to date for both books and dvds.
8. Given the approved motion to waive the \$5 fee for checking out items from the library, the form and policy will be changed on the website.

7. Library – Alan Drew

Low interest, \$5/title + return postage ...

Alan proposes CBA absorbing Library mailing fee **Approved**

DVD and Book lists are up to date ...

8. Grants - Daniel Dole Kirk McNeill

No new requests ... Japan travel article at Mike's: Requests re-publishing grant guidelines

9. Education – Michael and Toni

No report

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

Results:

Jack de Silva 41
Mark Kochan 39
Paul Boulay 35
Francois Leidinger 31
Andrew Pellissier 28

11. Finance Committee – No chair

No report

12. Safety Committee - Georg O'Gorman

E-mail to Lowell: No specific report except he is purchasing unique kit for O'fest.

13. Policies and Procedures - John McLellan

No updates

Old Business:

a. Action Items from Oct meeting

i. Tom to establish CD.... Done

ii. Education one day workshops request

iii. Promotions: Policy to be approved by e-mail by October 18 at
5pm ... approved move Policies and Procedures ... Herb

iv.

b. SC 2014 Vista

Jan 21 update:

Answers...

Super 8 Martys Valley Inn

3240 Mission Avenue

Oceanside, California 92058

(760) 757-7700

(800) 747-3529

Tell 'em California Blacksmith

Food available On-Site - 8 Meals Thurs dinner thru Sun B-Fast included in package rate
Banquet on Saturday night. Individual meals available for purchase on site.

Full Conference w/meal \$240.00

Full Conference No Meals \$175.00

Single Day w/meal \$120.00

Single Day no meal \$100.00

Student Full Conf w/meal \$140.00

NPA Full Conf W/ Meal \$135.00

NPA Full Conf no Meal \$75.00

NPA Single Day w/ Meal \$50.00

Late is registration (April 11) is add \$20

2014 CBA Spring Conference -Vista

Site - Antique Gas and Steam Engine Museum, Vista, CA

Date – 24 - 26 April 2014 (Three days)

Event Sponsoring Forges:

Adam's Forge – Heather McLarty

Vista Forge – Dave Vogel

Orange County Blacksmith Guild – Ken Kurtz

Spring Conference 2014 Planning Committee:

Dave Vogel/ Deborah Tweit, Chair (Vista Forge)

Heather McClarty – Demonstrator Coordinator (Adams Forge)

Ken Kurtz, Conference Web Site, (Orange County Blacksmith Guild)

Dave Carroll/ Beth Holmberg Education Workshop Co-Leaders (Vista Forge)

Pat Downey/ Caroline Smith, Gallery (Vista Forge/Adam's Forge)

Dave Carroll/ Grant Loper Facility Equipment

Ken Kurtz Vendor Coordinator

Dave Vogel Site Coordinator

Antique Gas and Steam Engine Museum – Facility Description:

Fifty (50) Acres

Blacksmiths Barn with 25 permanent Forges, lighting, 10+ additional forges for event

Three Blacksmithing Demonstration Areas

Kitchen and Dining Hall – 8 Meals (Improved Menu)

Gallery Space

Tailgating Area

Vendor Area

On-Site Camping

300 Room Conference Hotel nearby

Open to the Public – Public Demonstration

CBA Conference Program:

Hands on Workshops

Thursday All-Day Workshop; 4 half-day workshops Friday – Saturday:

Dave Carroll/ Beth Holmberg, Education Workshops Coordinators

Midnight Madness: Collaborative Project & Forging Contest

Peter Parkinson (Site 1) – Traditional Techniques/ Modern, to produce a collaborative sculptural project that will involve attendee participation that will be donated to the Auction. Work starts Friday morning and completed in time for the Saturday evening Auction

Fred Crist (Site 2) – Modern Sculpture Work starts Friday morning and completed in time for the Saturday evening Auction

James Austin (Site 3) – Making a Viking Axe - Fri Morning, Sat Morning

Gary Brown (Site 3) Colonial Style Box Joint - Fri Afternoon, Sat Afternoon

Saturday Night CBA Membership Meeting: Iron in the Hat; Auction

Event Schedule

Thursday 24 April — Blacksmith's Barn

All Day Hands-on Workshop – Project TBD

Start on Blacksmith Challenge - Wood and Iron

Gallery Setup

Dinner

Peter Parkinson Introduces The Ring Project

Friday 25 April

Three Demonstration Sites - Morning and Afternoon Demos

Hands On Workshops – Morning and Afternoon – Blacksmith's Barn

Three Meals: Breakfast, Lunch, Dinner

Midnight Madness at Blacksmith's Barn (Collaborative Project)

Saturday 26 April

Three Demonstration Sites - Morning and Afternoon Demos

Hands On Workshops – Morning and Afternoon – Blacksmith's Barn

Three Meals: Breakfast, Lunch, Dinner

Evening Program: CBA Membership Meeting, Auction, Iron in the Hat

Midnight Madness at Blacksmith's Barn (Forging Contest)

Sunday 27 April

Breakdown and clean up

Pickup Gallery

One Meal: Breakfast

Accommodations:

Hotel – Marty's Valley Inn - Super 8 (Mission Boulevard, Oceanside)

Dry Camping on-site (AG&SEM)

Meals:

Revised Menu

Provided on-site in the AG&SEM Assembly Hall; meals can be purchased as a package with registration or may be purchased individually on site.

Meal Ticket with registration and meals can be purchased on site.

Projected Budget:

Attendance: 300

Income: Registration Fees: \$45,000

Full Conference w/Meals: \$220

Full Conference (no pre-paid meals): \$165

One Day w/Meals: \$105

One Day (no pre-paid meals): \$75

Iron in the Hat Raffle: \$1,500

Auction: \$6,000

Total Projected Income: \$53,500

Expenses:

Demonstrators Total: \$8,000

Workshop Total: \$1,000

Materials/Supplies/Fuel: \$8,000

Facility Fee: \$1,500

Meals: \$22,000

Total Projected Expenses: \$40,500

Net Income: \$13,000

c. SC 2015

i. First meeting Feb 8, 2014

New Business:

None ...

Correspondence:

Bereavement card for Toby Hickman

Thank you for \$3000 donation to memorial fund

Comments and questions:

Brad Young ... crucible looking for power hammer instructor, and wants to have an instructor certification program, looking for instructors

Scott Thomas is no longer at East Bay Regional parks

Adjourned: 11:30

3rd quarter balance sheet

	<u>Dec 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking	
1005 · Main Checking 2865	6,142.21
1035 · Merchant Acct 8622	490.12
1050 · Sect. Acct 6404	<u>1,133.54</u>
Total 1000 · Checking	<u>7,765.87</u>
1100 · Savings	
1151 · CD #2 savings	14,000.00
1106 · Toomey Memorial	15,000.25
1115 · Bedayn Thomson	5,552.52
1105 · Savings 0334	50,375.62
1150 · CD #1 savings	<u>15,965.34</u>
Total 1100 · Savings	<u>100,893.73</u>
Total Checking/Savings	<u>108,659.60</u>
Total Current Assets	<u>108,659.60</u>
TOTAL ASSETS	<u><u>108,659.60</u></u>
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	117,986.80
	-
3300 · Allocated Funds	112,986.80
3900 · Funds Balance	90,687.37
Net Income	<u>4,505.80</u>
Total Equity	<u>108,680.40</u>
 TOTAL LIABILITIES & EQUITY	 <u><u>108,659.60</u></u>

3rd quarter profit and loss

	<u>Oct - Dec 13</u>
Ordinary Income/Expense	
Income	
4000 · Dues	1,412.00
4200 · Event income	
4201 · Evt registration	13,687.58
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	22,207.58
4299 · Bank interest	12.63
4300 · Miscellaneous income	
4305 · Merch/Memorabilia Sales	<u>60.00</u>
Total 4300 · Miscellaneous income	<u>60.00</u>
 Total Income	 <u>23,692.21</u>
 Gross Profit	 23,692.21
Expense	
5000 · Magazine	
5001 · Magazine office	4,920.00
5003 · Magazine postage	363.18
5004 · Printing	1,791.04
5005 · Magazine Editor	<u>900.00</u>
Total 5000 · Magazine	7,974.22
5050 · Web Expenses	1,059.22
5100 · Conf expense	

			4101 · Registration	20,232.42	57,957.60	-37,725.18	-65.09%
			4102 · Meals	3,825.00	4,000.00	-175.00	-4.38%
			4103 · Iron in hat	1,951.06	3,780.00	-1,828.94	-48.39%
			4104 · Auction	14,290.00	19,884.00	-5,594.00	-28.13%
			4105 · Refund	-1,850.00	-1,935.00	85.00	4.39%
			4106 · Merchandise Sales	4,092.00	2,000.89	2,091.11	104.51%
			4110 · Misc conf revenue	413.00	0.00	413.00	100.0%
			Total 4100 · Conf income	42,953.48	85,687.49	-42,734.01	-49.87%
			4200 · Event income				
			4201 · Evt registration	22,801.17	14,322.13	8,479.04	59.2%
			4202 · Evt sales	1,100.00	880.00	220.00	25.0%
			4204 · Evt Iron in hat	1,099.00	1,217.00	-118.00	-9.7%
			4207 · Evt Auction	6,321.00	2,597.50	3,723.50	143.35%
			4200 · Event income - Other	0.00	100.00	-100.00	-100.0%
			Total 4200 · Event income	31,321.17	19,116.63	12,204.54	63.84%
			4299 · Bank interest	37.05	114.89	-77.84	-67.75%
			4300 · Miscellaneous income				
			4301 · Contributions/gifts	3,000.00	6,626.23	-3,626.23	-54.73%
			4305 · Merch/Memorabilia Sales	60.00	0.00	60.00	100.0%
			Total 4300 · Miscellaneous income	3,060.00	6,626.23	-3,566.23	-53.82%
			Total Income	97,923.53	156,138.09	-58,214.56	-37.28%
			Gross Profit	97,923.53	156,138.09	-58,214.56	-37.28%
			Expense				
			5650 · Promotions	3,000.00	0.00	3,000.00	100.0%

			66900 · Reconciliation Discrepancies	0.00	1,719.00	-1,719.00	-100.0%
			5000 · Magazine				
			5001 · Magazine office	12,060.00	14,840.00	-2,780.00	-18.73%
			5003 · Magazine postage	585.15	839.26	-254.11	-30.28%
			5004 · Printing	7,782.23	12,780.03	-4,997.80	-39.11%
			5005 · Magazine Editor	2,700.00	3,600.00	-900.00	-25.0%
			Total 5000 · Magazine	23,127.38	32,059.29	-8,931.91	-27.86%
			5050 · Web Expenses	3,288.13	4,342.82	-1,054.69	-24.29%
			5100 · Conf expense				
			5101 · Site/setup	1,548.00	10,085.77	-8,537.77	-84.65%
			5102 · Demos	10,645.76	11,888.64	-1,242.88	-10.45%
			5103 · Lodging	1,958.00	2,866.90	-908.90	-31.7%
			5104 · Sales exp	2,055.00	3,032.98	-977.98	-32.25%
			5106 · Food exp	1,002.18	5,992.16	-4,989.98	-83.28%
			5107 · Supplies	2,250.83	2,183.20	67.63	3.1%
			5108 · Misc conf exp	6,047.48	12,612.37	-6,564.89	-52.05%
			5109 · Adv.to conf. mgr.	415.00	0.00	415.00	100.0%
			Total 5100 · Conf expense	25,922.25	48,662.02	-22,739.77	-46.73%
			5200 · Event expense				
			5201 · Evt site/setup	3,873.98	1,624.60	2,249.38	138.46 %
			5202 · Evt demos	2,018.00	1,624.86	393.14	24.2%
			5203 · Evt lodging	0.00	148.77	-148.77	-100.0%
			5204 · Evt sales exp	1,601.68	0.00	1,601.68	100.0%
			5206 · Evt food	7,234.97	8,086.32	-851.35	-10.53%
			5207 · Evt supplies	2,719.35	3,372.40	-653.05	-19.37%

			Total 5200 · Event expense	17,447.98		14,856.95	2,591.03	17.44%
			5300 · Ed/Training					
			5306 · Ed. Event Demonstrator	0.00		1,905.50	-1,905.50	-100.0%
			5305 · Misc. Ed. Expense	0.00		937.66	-937.66	-100.0%
			5301 · Basic class development	0.00		376.00	-376.00	-100.0%
			5302 · Basic class support	0.00		192.50	-192.50	-100.0%
			5303 · Instructor training	0.00		765.00	-765.00	-100.0%
			5304 · Workshop materials	177.40		1,178.08	-1,000.68	-84.94%
			Total 5300 · Ed/Training	177.40		5,354.74	-5,177.34	-96.69%
			5400 · Scholarships and Grants					
			5405 · Grants	1,000.00		0.00	1,000.00	100.0%
			5410 · Other schools	1,160.00		800.00	360.00	45.0%
			5400 · Scholarships and Grants - Other	2,000.00		0.00	2,000.00	100.0%
			Total 5400 · Scholarships and Grants	4,160.00		800.00	3,360.00	420.0%
			5500 · Library	-10.00		459.21	-469.21	-102.18%
			6000 · Admin					
			6070 · Processing Fees	0.00		40.00	-40.00	-100.0%
			6015 · Secretary's Expense	78.00		103.68	-25.68	-24.77%
			6010 · Bookkeeping Expense	0.00		560.25	-560.25	-100.0%
			6011 · Tax Preparation	480.00		480.00	0.00	0.0%
			6012 · Board meetings/travel	760.25		1,959.21	-1,198.96	-61.2%
			6014 · Office expense	95.64		385.71	-290.07	-75.2%
			6016 · Postage	110.02		226.39	-116.37	-51.4%

				6018 · Officer Stipend	5,100.00	7,200.00	-2,100.00	-29.17%
				6020 · Taxes & fees	60.00	60.00	0.00	0.0%
				6030 · Bank charges	462.50	541.88	-79.38	-14.65%
				6040 · CC Discount Fees	1,655.19	2,364.74	-709.55	-30.01%
				6050 · Lease, CC Machine	797.10	795.84	1.26	0.16%
				6060 · Membership	510.00	838.93	-328.93	-39.21%
				6065 · Contributions/Donations	0.00	500.00	-500.00	-100.0%
				Total 6000 · Admin	10,108.70	16,056.63	-5,947.93	-37.04%
				6100 · Ins				
				6110 · Accident insurance	-484.00	1,201.50	-1,685.50	-140.28%
				6112 · D & O insurance	0.00	1,250.00	-1,250.00	-100.0%
				6114 · Liability insurance	0.00	3,045.00	-3,045.00	-100.0%
				6100 · Ins - Other	3,391.00	0.00	3,391.00	100.0%
				Total 6100 · Ins	2,907.00	5,496.50	-2,589.50	-47.11%
				Total Expense	90,128.84	129,807.16	-39,678.32	-30.57%
				Net Ordinary Income	7,794.69	26,330.93	-18,536.24	-70.4%
				Net Income	7,794.69	26,330.93	-18,536.24	-70.4%

Oktoberfest 2013 final report

	<u>Oktoberfest 2013</u>	<u>TOTAL</u>
Ordinary Income/Expense		
Income		
4200 · Event income		
4201 · Evt registration	16,971.78	16,971.78
4202 · Evt sales	1,100.00	1,100.00
4204 · Evt Iron in hat	1,099.00	1,099.00

4207 · Evt Auction	<u>6,321.00</u>	<u>6,321.00</u>
Total 4200 · Event income	<u>25,491.78</u>	<u>25,491.78</u>
Total Income	<u>25,491.78</u>	<u>25,491.78</u>
Gross Profit	25,491.78	25,491.78
Expense		
5200 · Event expense		
5201 · Evt site/setup	1,524.96	1,524.96
5202 · Evt demos	1,823.00	1,823.00
5206 · Evt food	6,986.00	6,986.00
5207 · Evt supplies	<u>2,088.00</u>	<u>2,088.00</u>
Total 5200 · Event expense	<u>12,421.96</u>	<u>12,421.96</u>
Total Expense	<u>12,421.96</u>	<u>12,421.96</u>
Net Ordinary Income	<u>13,069.82</u>	<u>13,069.82</u>
Net Income	<u><u>13,069.82</u></u>	<u><u>13,069.82</u></u>