

Agenda/Minutes
CBA Board
April 2019 SC Grass Valley

Board members

1. Herb Upham
2. Beth Holmberg
3. Dave Carroll *
4. Shawn Lovell
5. Tom Owens
6. Francis Leidinger *
8. Mike Mumford
9. Celeste Flores
10. Mark Kochan
11. Paul Boulay
12. Miguel de Los Rios
13. Dan Perkins

***Indicates absent**

Guests:

Dan Perkins
Victoria Ritter
Laura Parker
Gary Standke
Jeff Hunter
Craig Litwin

AGENDA

1. Attendance – Herb Upham
 - a. Roll: Board Members (9) Guests 4
2. Approval of Agenda – Herb Upham
Approved ...
3. Approval of Minutes – Herb Upham
 - a. Approved by e-mail 1/31/2019 by e-mail and posted on calsmith.org web site
4. President's Report

Comments on event and fire donation 5 names being submitted.

Committee Reports:

1. 2019 Spring Conference
Doing it ... seems all ok, great assistants and demonstrators
2. 2020 Spring Conf
Joe reported demonstrators are selected ... ad plan in development, budget soon
3. 2021 Spring conf Vista
Proposal in the works
4. 2022 proposal
Julie Henry, Dennis & Craig interested for Petaluma ... worth perusing
5. Treasurer's report

Treasurer's Report 3-31-2019

1. To summarize the cash flow for the end of the fiscal year we received \$155,128.41 in income from dues and event income and had \$182,349.6 in total expenses. We showed a Loss for the year of \$27,221.19, essentially eating all of the profit we made the previous year.
2. I have decreased this fiscal year 2019-2020 budget based on numbers from last FY. I've removed the cost of the anvil purchase and other capital purchases.
3. Unrealized gains for the Asset Mngt Acct. is around \$\$6815.00. The Account sits at \$56,815 as of the beginning of this FY.
4. I don't want to sound alarmist again but we have not had the revenues we have seen in the past from conferences. We just need to watch our cash flows. We spent a lot last year.
5. I discovered an anomaly in the print outs of Wild Apricot cash flows and have not received a response yet. You'll notice on the income statement from WA we made a whopping \$57k in the month of March. This is incorrect as our total deposits for the month were \$32k and change. I'll follow up on this.
6. As for the increase of dues. I've always been resistant to dues increases but our WA has increased 141% since we first subscribed (they have added a lot of new features though). We have also seen publishing costs has seen office work increase 5% in this year and printing costs increase have increased 157% since 2011. Insurance has stayed the same for several years. I have prepared a 9 year P&L Report for your analysis.

Thomas J. Owens
Treasurer

Solution to be proposed at O'fest to increase revenue by **Tom, Celeste to provide input**

Budget: Tom's proposal Beth moved Miguel 2nd Approved

6. Membership – Currently CBA has 794 members
7. Magazine Editor - Mike Mumford

Editor Inputs for CBA Spring 2019 board meeting
18 Apr 2019

1. **Magazine:** The May-June edition of California Blacksmith should be mailed on Monday, April 22.

This edition includes the first of 3 articles by Mark Aspery, leading up to the chain competition at ABANA 2020. Working with Mark, we have coordinated simultaneous publication on the east and west coasts, CBA and New England Blacksmiths.

Our backlog of articles is still a bit short, so any help locating articles (especially how-to articles) will be appreciated.

2. **Website:** There have been a lot of routine website updates and postings. I think we have most everything up to date. The home page rotating display has been updated, showing 2019 events through instructor training - south.

Updates to the website on hold:

- Store
- multiyear membership option
- responsive design

3. **Calendar:** the 2019-2020 calendar was mailed on April 5. We mailed 663 copies. To save Herb some effort, we are using the same mailing list for the calendar and for the initial May-June magazine mailing. Hopefully we will have a larger-than-usual catchup mailing.

4. **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.

5. **Statistics:** The Nov-Dec edition printed 1,161 copies, including promotional freebies. the average print run for FY2018-2019 was 1,003.
6. **Article reprints:** We have been reprinted 7 times thus far in 2019.
7. **Magazine Content**

7a. **Grant articles.** I think we're up to date on these.

7b. **Instructor articles**

I think I'm behind on this.

7c. **My challenge to the board continues: help me find articles!**

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

The call for "Someplace Special" gets sporadic response. Please encourage folks to submit pictures for this feature.

Do you know of a special demo, event, etc? Let me know so that I can make arrangements to have it covered.

Respectfully Submitted,
Mike Mumford
Editor, California Blacksmith Magazine
Action Mike to review PDF delivery option.

8. Web Site Update:
Included in Editor's report

9. Library – Mark Kochan

Updated processes, need to get web site updated, **would like help**

10. Grants – Beth Holmberg

Two things:

- 1) This appears to have gone to the 'outgoing' board members. Did you also send it to the INCOMING board members? (Apologies if you've got that covered- just trying to avoid problems)
- 2) **Grants committee:** I had 2 folks talk to me about possible grants (good candidates!). Both ended up with their plans changing and so didn't actually apply.

Cheers,
Beth Holmberg

I'd like to discuss the idea of having an **index** of the back issues of the mag produced, so that our on-line resource is actually useful! There are professional indexers who do this type of work

Beth to work with Mike for cost estimate due O'fest

11. Education – Dan Perkins / South ed Chair

Action: Review web site for level document accuracy

Currently involved in conference, Weaverville and south events went well for instructors upcoming Roaring Camp, Hard Rock

12. Safety Committee - Georg O'Gorman, Jack da Silva
No report

...

13. Policies and Procedures - John McLellan No new

Old Business:

Election results top 6: 5 were seated

Dan Perkins

Victoria Ritter

Laure Parker

Gary Standke

Jeff Hunter

Craig Litwin

Officer election

Pres: Miguel

V. Pres: Paul

Secretary: Herb

Treasurer: Tom

New Business:

- 1. New Budget see Treasurer's report, approved**
- 2. Merchandise committee Tom to organize
Tom, Paul, Victoria, Laura**

Correspondence:

None other than routine e-mail and mail

Comments and questions:

None ...

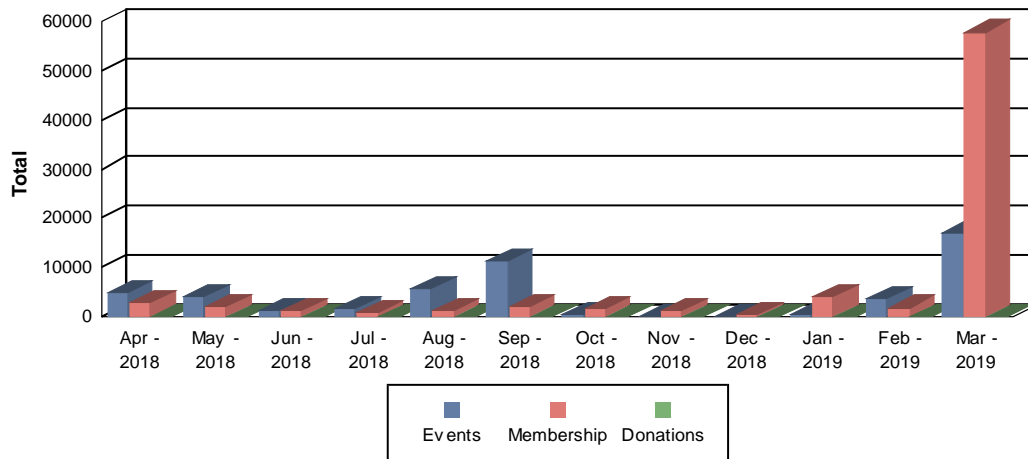
Adjourned 2:05

April 23, 2019

April 01, 2018 to March 31, 2019

Events, Membership, Donations, Store orders, Manual invoices

All invoices



Bal sheet

Apr 23, 19

ASSETS

Current Assets

Checking/Savings

1000 · Checking

New Merchant Acct. 1,197.07

1005 · Main Checking 2865 51,467.92

1035 · Library Acct 8622 -6.36

1050 · Sect. Acct 6404 1,534.34

1000 · Checking - Other 1,464.45

Total 1000 · Checking 55,657.42

1100 · Savings

1105 · Savings 0334 1,855.51

1106 · Toomey Memorial 2,715.63

1115 · Bedayn Thomson 2,448.17

Total 1100 · Savings 7,019.31

1170 · Edward Jones Asset Acct. 56,815.00

Total Checking/Savings 119,491.73

Total Current Assets 119,491.73

TOTAL ASSETS 119,491.73

LIABILITIES & EQUITY 0.00

Budget vs actual

| | <u>Apr '18 - Mar 19</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------------|-------------------------|---------------|-----------------------|--------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4000 · Dues | 31,902.04 | 88,541.27 | -56,639.23 | 36.03% |
| 4100 · Conf income | | | | |
| 4101 · Registration | 45,625.46 | 40,147.85 | 5,477.61 | 113.64% |
| 4103 · Iron in hat | 2,035.00 | | | |
| 4104 · Auction | 23,837.08 | 13,795.00 | 10,042.08 | 172.8% |
| 4105 · Refund | -760.00 | -320.00 | -440.00 | 237.5% |
| 4106 · Merchandise Sales | 4,281.00 | | | |
| Total 4100 · Conf income | 75,018.54 | 53,622.85 | 21,395.69 | 139.9% |
| 4200 · Event income | | | | |
| 4201 · Evt registration | 29,426.00 | 26,780.00 | 2,646.00 | 109.88% |
| 4204 · Evt Iron in hat | 1,203.00 | 1,215.00 | -12.00 | 99.01% |
| 4205 · Misc evt revenue | 0.00 | 901.00 | -901.00 | 0.0% |
| 4207 · Evt Auction | 9,828.47 | 6,825.00 | 3,003.47 | 144.01% |
| 4210 · Anvil Sales | 0.00 | 215.00 | -215.00 | 0.0% |
| Total 4200 · Event income | 40,457.47 | 35,936.00 | 4,521.47 | 112.58% |
| 4298 · Unrealized Gain | -1,875.06 | | | |
| 4299 · Bank interest | 3.42 | 2.82 | 0.60 | 121.28% |
| 4300 · Miscellaneous income | | | | |
| 4302 · Grants | 0.00 | 8,000.00 | -8,000.00 | 0.0% |
| 4300 · Miscellaneous income - Other | 500.00 | 5,100.33 | -4,600.33 | 9.8% |
| Total 4300 · Miscellaneous income | 500.00 | 13,100.33 | -12,600.33 | 3.82% |
| 49900 · Uncategorized Income | 0.00 | 25.00 | -25.00 | 0.0% |
| Total Income | 146,006.41 | 191,228.27 | -45,221.86 | 76.35% |
| Gross Profit | 146,006.41 | 191,228.27 | -45,221.86 | 76.35% |
| Expense | | | | |
| 5000 · Magazine | | | | |
| 5001 · Magazine office | 16,974.24 | 15,760.00 | 1,214.24 | 107.71% |
| 5003 · Magazine postage | 989.87 | 173.66 | 816.21 | 570.01% |
| 5004 · Printing | 19,342.50 | 18,047.58 | 1,294.92 | 107.18% |
| 5005 · Magazine Editor | 3,600.00 | 3,600.00 | 0.00 | 100.0% |
| Total 5000 · Magazine | 40,906.61 | 37,581.24 | 3,325.37 | 108.85% |
| 5050 · Web Expenses | 4,153.20 | 3,627.30 | 525.90 | 114.5% |
| 5100 · Conf expense | | | | |
| 5101 · Site/setup | 3,357.22 | 9,693.04 | -6,335.82 | 34.64% |
| 5102 · Demos | 18,722.38 | 9,766.97 | 8,955.41 | 191.69% |
| 5103 · Lodging & Travel | 8,099.55 | | | |
| 5104 · Sales exp | 4,121.74 | 3,576.26 | 545.48 | 115.25% |

| | | | | |
|--------------------------------------|------------|------------|------------|----------|
| 5106 · Food exp | 5,906.62 | 9,444.00 | -3,537.38 | 62.54% |
| 5107 · Supplies | 6,940.79 | | | |
| 5108 · Misc conf exp | 9,460.41 | 2,655.27 | 6,805.14 | 356.29% |
| 5109 · Adv.to conf. mgr. | 5,000.00 | | | |
| Total 5100 · Conf expense | 61,608.71 | 35,135.54 | 26,473.17 | 175.35% |
| 5200 · Event expense | | | | |
| 5201 · Evt site/setup | 2,064.05 | 9,760.22 | -7,696.17 | 21.15% |
| 5202 · Evt demos | 8,516.96 | 5,334.15 | 3,182.81 | 159.67% |
| 5203 · Evt lodging | 390.00 | | | |
| 5206 · Evt food | 12,644.43 | 11,199.27 | 1,445.16 | 112.9% |
| 5207 · Evt supplies | 2,794.85 | 2,323.12 | 471.73 | 120.31% |
| Total 5200 · Event expense | 26,410.29 | 28,616.76 | -2,206.47 | 92.29% |
| 5300 · Ed/Training | | | | |
| 5303 · Instructor training | 960.00 | 300.00 | 660.00 | 320.0% |
| 5304 · Workshop materials | 1,313.38 | 2,558.60 | -1,245.22 | 51.33% |
| 5305 · Misc. Ed. Expense | 500.00 | 2,805.17 | -2,305.17 | 17.82% |
| 5307 · Committee Stipend | 4,800.00 | 3,600.00 | 1,200.00 | 133.33% |
| Total 5300 · Ed/Training | 7,573.38 | 9,263.77 | -1,690.39 | 81.75% |
| 5400 · Scholarships and Grants | | | | |
| 5405 · Grants | 1,000.00 | 2,000.00 | -1,000.00 | 50.0% |
| Total 5400 · Scholarships and Grants | 1,000.00 | 2,000.00 | -1,000.00 | 50.0% |
| 5500 · Library | 330.40 | | | |
| 5700 · Anvil Purchases | 15,140.64 | 10,000.00 | 5,140.64 | 151.41% |
| 6000 · Admin | | | | |
| 6010 · Bookkeeping Expense | 383.48 | 160.74 | 222.74 | 238.57% |
| 6011 · Tax Preparation | 641.76 | 622.46 | 19.30 | 103.1% |
| 6012 · Board meetings/travel | 509.27 | 605.32 | -96.05 | 84.13% |
| 6014 · Office expense | 0.00 | 25.32 | -25.32 | 0.0% |
| 6015 · Secretary's Expense | 267.05 | 12,391.88 | -12,124.83 | 2.16% |
| 6016 · Postage | 119.36 | 206.66 | -87.30 | 57.76% |
| 6018 · Officer Stipend | 7,200.00 | 7,200.00 | 0.00 | 100.0% |
| 6020 · Taxes & fees | 60.00 | 60.00 | 0.00 | 100.0% |
| 6030 · Bank charges | 292.40 | -155.16 | 447.56 | -188.45% |
| 6040 · CC Discount Fees | 5,203.62 | 5,756.91 | -553.29 | 90.39% |
| 6050 · Lease, CC Machine | 0.00 | 794.40 | -794.40 | 0.0% |
| 6060 · Membership | 1,728.00 | 1,404.00 | 324.00 | 123.08% |
| 6065 · Contributions/Donations | 2,000.00 | | | |
| 6070 · Processing Fees | 0.00 | 928.21 | -928.21 | 0.0% |
| Total 6000 · Admin | 18,404.94 | 30,000.74 | -11,595.80 | 61.35% |
| 6100 · Ins | 2,702.00 | 2,702.00 | 0.00 | 100.0% |
| 69800 · Uncategorized Expenses | 0.00 | 642.06 | -642.06 | 0.0% |
| Total Expense | 178,230.17 | 159,569.41 | 18,660.76 | 111.69% |

| | | | | |
|---------------------|-------------------|------------------|-------------------|-----------------|
| Net Ordinary Income | <u>-32,223.76</u> | <u>31,658.86</u> | <u>-63,882.62</u> | <u>-101.78%</u> |
| | <u>-32,223.76</u> | <u>31,658.86</u> | <u>-63,882.62</u> | <u>-101.78%</u> |

Proposed budget

| | <u>Apr '19 - Mar 20</u> |
|-----------------------------|-----------------------------|
| Ordinary Income/Expense | |
| Income | |
| 4000 · Dues | 56,512.04 |
| 4100 · Conf income | |
| 4101 · Registration | 45,137.46 |
| 4103 · Iron in hat | 2,035.00 |
| 4104 · Auction | 18,837.08 |
| 4105 · Refund | -760.00 |
| 4106 · Merchandise Sales | <u>4,281.00</u> |
| Total 4100 · Conf income | 69,530.54 |
| 4200 · Event income | |
| 4201 · Evt registration | 29,426.00 |
| 4204 · Evt Iron in hat | 1,203.00 |
| 4207 · Evt Auction | <u>9,828.47</u> |
| Total 4200 · Event income | 40,457.47 |
| 4298 · Unrealized Gain | 0.00 |
| 4299 · Bank interest | 3.42 |
| 4300 · Miscellaneous income | <u>500.00</u> |
| Total Income | <u>167,003.47</u> |
| Gross Profit | 167,003.47 |
| Expense | |
| 5000 · Magazine | |
| 5001 · Magazine office | 17,234.24 |
| 5003 · Magazine postage | 989.87 |
| 5004 · Printing | 19,642.50 |
| 5005 · Magazine Editor | <u>3,600.00</u> |
| Total 5000 · Magazine | 41,466.61 |
| 5050 · Web Expenses | 4,153.20 |
| 5100 · Conf expense | |
| 5101 · Site/setup | 3,403.56 |
| 5102 · Demos | 18,722.38 |
| 5103 · Lodging & Travel | 8,099.55 |

| | |
|--------------------------------------|------------------|
| 5104 · Sales exp | 4,121.74 |
| 5106 · Food exp | 5,906.62 |
| 5107 · Supplies | 6,940.79 |
| 5108 · Misc conf exp | 9,549.72 |
| 5109 · Adv.to conf. mgr. | 5,000.00 |
| Total 5100 · Conf expense | <u>61,744.36</u> |
| 5200 · Event expense | |
| 5201 · Evt site/setup | 4,225.05 |
| 5202 · Evt demos | 8,516.96 |
| 5203 · Evt lodging | 390.00 |
| 5206 · Evt food | 12,644.43 |
| 5207 · Evt supplies | 2,794.85 |
| Total 5200 · Event expense | <u>28,571.29</u> |
| 5300 · Ed/Training | |
| 5303 · Instructor training | 960.00 |
| 5304 · Workshop materials | 1,313.38 |
| 5305 · Misc. Ed. Expense | 500.00 |
| 5307 · Committee Stipend | 4,800.00 |
| Total 5300 · Ed/Training | <u>7,573.38</u> |
| 5400 · Scholarships and Grants | |
| 5405 · Grants | 4,000.00 |
| Total 5400 · Scholarships and Grants | <u>4,000.00</u> |
| 5500 · Library | 330.40 |
| 5700 · Anvil Purchases | 2,000.00 |
| 6000 · Admin | |
| 6010 · Bookkeeping Expense | 383.48 |
| 6011 · Tax Preparation | 641.76 |
| 6012 · Board meetings/travel | 509.27 |
| 6015 · Secretary's Expense | 920.17 |
| 6016 · Postage | 121.20 |
| 6018 · Officer Stipend | 7,200.00 |
| 6020 · Taxes & fees | 60.00 |
| 6030 · Bank charges | 491.90 |
| 6040 · CC Discount Fees | 5,203.62 |
| 6050 · Lease, CC Machine | 948.32 |
| 6060 · Membership | 1,728.00 |
| 6065 · Contributions/Donations | 2,000.00 |
| 6070 · Processing Fees | 20.00 |
| Total 6000 · Admin | <u>20,227.72</u> |
| 6100 · Ins | 2,702.00 |

| | |
|---------------------|-------------------------|
| Total Expense | <u>172,768.96</u> |
| Net Ordinary Income | <u>-5,765.49</u> |
| Net Income | <u><u>-5,765.49</u></u> |

FY report

Apr '18 - Mar
19

Ordinary Income/Expense

Income

| | |
|-----------------------------|------------------|
| 4000 · Dues | 35,791.79 |
| 4100 · Conf income | |
| 4101 · Registration | 51,402.71 |
| 4103 · Iron in hat | 2,035.00 |
| 4104 · Auction | 23,837.08 |
| 4105 · Refund | -760.00 |
| 4106 · Merchandise Sales | 4,281.00 |
| Total 4100 · Conf income | <u>80,795.79</u> |
| 4200 · Event income | |
| 4201 · Evt registration | 28,881.00 |
| 4204 · Evt Iron in hat | 1,203.00 |
| 4207 · Evt Auction | 9,828.47 |
| Total 4200 · Event income | <u>39,912.47</u> |
| 4298 · Unrealized Gain | -1,875.06 |
| 4299 · Bank interest | 3.42 |
| 4300 · Miscellaneous income | 500.00 |

Total Income

155,128.41

Gross Profit

155,128.41

Expense

| | |
|-------------------------|------------------|
| 5000 · Magazine | |
| 5001 · Magazine office | 16,974.24 |
| 5003 · Magazine postage | 989.87 |
| 5004 · Printing | 19,342.50 |
| 5005 · Magazine Editor | 3,600.00 |
| Total 5000 · Magazine | <u>40,906.61</u> |
| 5050 · Web Expenses | 4,153.20 |
| 5100 · Conf expense | |
| 5101 · Site/setup | 3,403.56 |
| 5102 · Demos | 18,722.38 |
| 5103 · Lodging & Travel | 8,099.55 |
| 5104 · Sales exp | 4,121.74 |
| 5106 · Food exp | 5,906.62 |

| | |
|--------------------------------------|-------------------|
| 5107 · Supplies | 6,940.79 |
| 5108 · Misc conf exp | 9,549.72 |
| 5109 · Adv.to conf. mgr. | 5,000.00 |
| Total 5100 · Conf expense | <u>61,744.36</u> |
| 5200 · Event expense | |
| 5201 · Evt site/setup | 4,225.05 |
| 5202 · Evt demos | 8,516.96 |
| 5203 · Evt lodging | 390.00 |
| 5206 · Evt food | 12,644.43 |
| 5207 · Evt supplies | 2,794.85 |
| Total 5200 · Event expense | <u>28,571.29</u> |
| 5300 · Ed/Training | |
| 5303 · Instructor training | 960.00 |
| 5304 · Workshop materials | 1,313.38 |
| 5305 · Misc. Ed. Expense | 500.00 |
| 5307 · Committee Stipend | 4,800.00 |
| Total 5300 · Ed/Training | <u>7,573.38</u> |
| 5400 · Scholarships and Grants | |
| 5405 · Grants | 1,000.00 |
| Total 5400 · Scholarships and Grants | <u>1,000.00</u> |
| 5500 · Library | 330.40 |
| 5700 · Anvil Purchases | 15,140.64 |
| 6000 · Admin | |
| 6010 · Bookkeeping Expense | 383.48 |
| 6011 · Tax Preparation | 641.76 |
| 6012 · Board meetings/travel | 509.27 |
| 6015 · Secretary's Expense | 920.17 |
| 6016 · Postage | 121.20 |
| 6018 · Officer Stipend | 7,200.00 |
| 6020 · Taxes & fees | 60.00 |
| 6030 · Bank charges | 491.90 |
| 6040 · CC Discount Fees | 5,203.62 |
| 6050 · Lease, CC Machine | 948.32 |
| 6060 · Membership | 1,728.00 |
| 6065 · Contributions/Donations | 2,000.00 |
| 6070 · Processing Fees | 20.00 |
| Total 6000 · Admin | <u>20,227.72</u> |
| 6100 · Ins | 2,702.00 |
| Total Expense | <u>182,349.60</u> |
| Net Ordinary Income | <u>-27,221.19</u> |

Net Income
Q4 report

-27,221.19

April 23, 2019

January 01, 2019 to March 31, 2019
Events, Membership, Donations, Store orders, Manual invoices

All invoices

