

Minutes  
CBA BOARD MEETING  
August 7, 2004  
John McLellan  
Loomis, California

The meeting was called to order at 12:15 PM by President Toby Hickman

**I. ATTENDANCE:** Board members present: George O’Gorman, John McLellan, Pat Laughlin, Lowell Chaput, Herb Upham, Bill Roberts, Toby Hickman, Bob Thomson, Editor and approximately 8 members were present.

**II. COMMENTS FROM MEMBERS**

**III. MINUTES:** The minutes were approved as written.

**TREASURER’S REPORT:** Jim Joyce provided the finance report and income statements as well as CBA’s planned use of cash on hand by email. Lowell Chaput did the report. 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. It is important our meeting occur on the 2<sup>nd</sup> week of the month or later to accommodate the banking system. 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. It was also decided to add Paul Quyle’s name to the magazine checking account. This will allow payments to be made smoothly during the transition of editors.

**IV. CORRESPONDENCE:** None

**VI. COMMITTEE REPORTS**

**A. MEMBERSHIP:** We have over 875 members. The membership committee was asked to come up with a definition of what a family membership consists of.

**B. MAGAZINE:** Paul Quyle has written up an advertisement for a new editor and is attached to these minutes. Quyle will take over the chair of this committee until a new editor is named.

**C. WEB SITE:** Bill Roberts still would like the web site committee to be combined with the magazine committee. He also needs to receive the treasurers’ financial report in electronic format and in a timely manner in order to post it to the web site. He will also post commercial links on the site as a service to our members. He will post a notice in the magazine for these links. They will be there only as informational links.

**D. LIBRARY:** Bill Roberts reported new items have added to the library. Bill will talk to Steve about adding more items. We should be getting the library list update on the web site. Pat needs an updated library list to send out to new members.

**E. GRANTS:** We are still working on putting all the grant money in one fund in order to make grants under one umbrella. There has been progress but no resolution yet. John Barron attended the Haberman workshop and we are looking forward to his report.

**F. MEMORIAL FUND:** None

**G. EDUCATION:** Herb reported he has three signed up for Lowell’s class on October 15. There are still 3 slots available. Southern members are needed. Herb will make some phone calls. Make an announcement at Netfest. We have placed 5 anvils and Herb will start a new list for the next group. Old World Anvil has given us a 20% discount off their price. If you use it for two years as an instructor you would receive an additional \$100 off the discounted price. Herb will also put an item in the newsletter for someone to formalize the basic I curriculum. , Lou Mueller put together a bill of materials to do a

forge building class at Oktoberfest. It will be open to the membership. We will also have a more formal educational event for beginners Saturday morning and afternoon. This is being done at the request of the members. The committee also plans a more extensive educational program at spring conference. More details at a later date. Toby would like buy a membership to Anvil Fire; this will be addressed at the next meeting.

- H. **ELECTION COMMITTEE:** The bulk of the president's message will be on the elections.
- I. **CONFERENCE 2005:** The Petaluma fair grounds needs us to increase our deposit by October 1st. The committee needs an additional \$4500 to cover this expense and they are requesting this advance. The committee wants to order T-shirts and hats. They hope to have them available for Nettfest and Oktoberfest. Bill Roberts presented an updated budget for the conference and is attached.
- G. **FINANCE COMMITTEE:** The committee recommends that we raise the conference seed money to \$15,000 from \$8500. A motion was made and carried.
- H. **BYLAWS REVISION COMMITTEE:** John Fick will take over the chairmanship of this committee. We will ask the committee to let the board set the number of meetings they have rather than six. We are committed to having six membership meetings a year.

#### **OLD BUSINESS**

- A. **Spring Conference 2005:** see committee report.
- B. **New Treasurer:** See committee report.
- C. **Accounting Services:** See finance committee report and treasurer's report.
- D. **Use of email for board votes:** Erik will be asked to email the board a report. Lowell will set up a policy and procedures for e-mail voting at the next meeting.
- E. **Committees and Membership:** Toby will have a list of all committees and their members at the next meeting.
- F. **Meeting Sites:** Pat will take over setting up meeting sites.

#### **NEW BUSINESS**

- A. **Election committee-board candidates:** continued to the next meeting
- B. **Hammerfest/Oktoberfest final planning reports:** see education committee for Oktoberfest information.
- C. **Editorship of Magazine:** see publication committee report.
- D. **ABANA:** Toby suggested that we look into continuing to support NOMA, ABANA & NOMM with cash donations from the general fund. We would continue our support to the NOMA museum in Memphis. It was also brought up that we support our local groups.
- E. **Comments:** The board questioned why the China Flats Museum event is not a CBA event. This is their 5<sup>th</sup> annual event. Georg will check with them and report back at the next meeting. It was also brought up that the problem with non CBA classes is insurance.

**The meeting was adjourned at 2:35 PM**

Respectfully submitted,

Pat Laughlin, Secretary  
8/16/2004