

Minutes  
CBA BOARD MEETING  
February 12, 2005  
Sierra Fire & Forge  
Exeter, California

The meeting was called to order at 11:00 AM by President Toby Hickman

- I. **ATTENDANCE:** Board members present, Pat Laughlin, Lowell Chaput, Herb Upham, Bill Roberts, Toby Hickman, Georg O’Gorman & Eden Sanders, Editor and approximately 10 members were present.
- II. **COMMENTS FROM MEMBERS** Chris Dery welcomed the board to Sierra Fire & Forge.
- III. **MINUTES:** The minutes were approved as written.

**TREASURER’S REPORT:** Lowell passed out balance sheet as the treasurer’s report. We had a discussion on the merchant’s account explaining the use and function of the credit card machine. We are now using online banking and this allows us to be up to date on our finances. Meetings with the bookkeeper have tuned up our accounting and have it running on a sound fiscal basis. This will allow more current information to the board. We will not be running a month behind in our finances. Oktoberfest took in \$13,198 and made a profit of \$5,119.12. Treasurers report was approved.

**CORRESPONDENCE:** None

VI. **COMMITTEE REPORTS**

- A. **MEMBERSHIP:** We have 975 members. We are having problems with people who paid dues at Oktoberfest; we need to tighten up the membership dues as we are not getting them. Pat will get a hold of Dave and try to work out a better system. Pat will also get new membership applications made up in pad form. Hopefully, we will have them for spring conference. The will be distributed to all instructors. Bill will update the form on the web site to add safety and harassment statement. Pat will have the board name tags made up as well as the tag stating “I am a board member, Ask me what I do.” We will have just our name on them. White with blue lettering was the choice made. Moved and approved.
- B. **MAGAZINE:** The magazine and web site committees have joined together and will be known henceforth as the publication committee. Eden brought up a plan for paid advertising. Eden is not able to do it, so we will look for an ad person or have the board add money to the magazine for color. Just to add color to the cover is over \$2000 an issue. This money would be used for adding color cover and some inside color. Many times items submitted would be better in color to get the detail in. The next issue will add four pages at a cost of about \$300 due to the amount of conference material and bylaws included in that issue. Eden was advised she could use her budget as she sees fit. Chris Dery is willing to pay for extra advertising and will make a donation to cover the cost of the additional pages. He believes that advertising is a benefit to our membership and critical for their school. This has been referred back to committee for further work. Eden presented the current magazine schedule along with a off month schedule that may make the publication more meaningful. We will look at this at a later board meeting. She also suggested that we put more in about ABANA and NOMMA in our magazine. She will be putting in membership information and do articles on these organizations.
- C. **WEB SITE:** Bill Roberts got the agenda up but not within the time frame. We are going to have to put up a generic agenda even if it is not complete at the time needed. We need to establish a deadline of 30 ahead of the meeting. Bill needs help with the web page, we will advertise for some help to update the web page.

- D. LIBRARY:** No report. Steve is compiling a list of books he wants to purchase. Steve will try and get copies of the Jennings tape for sale at spring conference. It was decided to add the copying of the tape to the spring conference memorabilia budget. That way it will be available for sale at the conference.
- E. GRANTS:** No report.
- F. MEMORIAL FUND:** No report.
- G. EDUCATION:** Herb reported that we will have workshops going throughout the conference. We will have 20 slots to make a forge for \$250 each. We need an instructor for Tulare, we have advertised it. When Sierra Fire and Forge becomes a 501 3C we will be able to set up a Saturday workshop and we will revisit the issue of our participation with them.
- H. ELECTION COMMITTEE:** The Georg O’Gorman, Herb Upham, Lowell Chaput, Carl Bloomfield & Merle Bashor are the new board members. We will rebuild the election committee for next year.
- I. CONFERENCE 2005:** Bill reported the conference is moving along nicely. We will have workshops going on throughout the conference. The Jennings home tour is limited to 100 people. It is small property so a limit is necessary.
- J. FINANCE COMMITTEE:** Lowell was elected the new treasurer by the board. Geog O’Gorman is the new finance committee chair. The board approved the new budget that was presented at the last meeting.
- K. BYLAWS REVISION COMMITTEE:** The board approved an indemnification statement to be added to the bylaws and it will be added to the previously approved bylaw revisions.

#### **OLD BUSINESS**

- A. Bylaw changes:** The new bylaws were approved by the board and will go to the general membership for approval at spring conference
- B. Hammerfest 2005:** We will have a meeting and get it started. We should have a report ready for the conference.
- C. Conference 2006:** Chris will need information on setting up the budget and conference guide. Bill will email the Petaluma budget and conference guide as well as an updated one after the conference. Chris Dery will be the conference chair. He will have a preliminary budget and information by spring conference.

#### **NEW BUSINESS**

**None**

**The meeting was adjourned at 2:30 PM**

Respectfully submitted,

Pat Laughlin, Secretary

3/18/05