

CBA Board Meeting Agenda

September 07, 2022 teleconference

Officers and Board members:

- Miguel de los Rios: President
- Paul Boulay: Vice President
- Victoria Ritter: Treasurer
- Craig Litwin: Secretary

Board Members

- Linda Mangum
- Bill Kasper
- Gary Standke
- Jeff Hunter
- Chris Branuelas
- Karen Tappendorf
- Michael Suwczynsky

***Indicates absent**

Guests:

- Greg Hudgins
- Michael Bondi
- Dennis Dusek

AGENDA

1. Attendance and Agenda- Craig Litwin

- a. Note start time of 7:07 pm
- b. Note attendance above
 - i. Introduce and welcome guests
- c. Additions to the Agenda
- d. Note Minutes from previous meeting 6/22/22
 - i. **ACTION REQUESTED review, amend as needed, and adopt the minutes for publication on our website.**

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1. Motion to approve by Bill Kasper and Seconded by Michael Suwczynsky. Passes unanimously.

2. Officer's Reports

- a. President's Report
- b. Treasurer's Report
 - i. Treasurer provided our quarterly budget report. We had a net loss less than expected since our income primarily comes in the first quarter and our major expenses come in the second quarter.
 - ii. **ACTION:** Board received the report from the Treasurer, reviewed it, and recognized that it will be posted online along with our other financial documents.

3. Oktoberfest

- a. Michael Bondi provided a report, his plan to promote the event, how we are about at half capacity so far, and how the fuel and equipment will get there. Camping and food is included.

4. Committee Reports:

- a. Roaring Camp report back
 - i. Roaring Camp was a smashing success!
- b. 2023 Spring Conference Committee
 - i. An update was provided and questions were answered. The budget projections currently show \$25k surplus.
- c. Merchandise Committee
 - i. Jeff, Dan, Gail, Michael
 1. Financial report provided showing roughly breakeven between June of 2020 and August of this year.
 2. **ACTION:** Jeff requests to increase funds from the \$2500 in the Ebay account to up to \$4500 total.
 - a. Miguel moved to approve \$4500 and Paul seconds with the agreement that the purchases are run by the Executive Committee before purchase with an agreed 72 hour turnaround, and lack of turnaround indicates approval. Passes Unanimously
 3. **ACTION:** Jeff to provide Craig with an item of the month for the monthly newsletter
- d. Website Committee

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- i. Chris, Mike, Paul
 1. Paul reported on search engine tied to our newsletter archives. Chris reported on sending event pictures to him, Paul, and Mike Mumford. He also showed us the updated look to our homepage. Board discussed how Wild Apricot may be insufficient for our needs, but alternatives may prove too expensive.
- e. Education Committee
 - i. Dan, Victoria, Dennis, Mark
 1. Victoria talked about the recent instructor training and annual training. One is being worked on down south. Email has been sent to all instructors in the database, but folks need to be on the lookout for instructors who are not in the database. The curriculum committee is discussing changes that ABANA has been considering and will report back on their findings.
- f. Winterfest or Winderbash
 - i. Winterbash in Loomis to be held on Saturday, 1/28/2023 and the goal is to build 5 firepots (\$350 each new) or we can build the ones we have been using. Goal is to have a fun event. Some demos will take place. The travel trailer will be gone through.
- g. Finance Committee
 - i. Miguel and Victoria
 1. The Finance Committee has a recommendation that the President and Vice President are the Key Executives and two signers, the Secretary and Treasurer. Bill Kasper and Michael Suwczynsky are the signers.
 2. Treasurer should be a 3-5 year limited term.
 3. They are looking into how long they have to keep the records.
 4. They discussed savings accounts and whether or not to put back into CD funds for extra income.
 5. Discussion on how to have a financial review, or formal or informal audit, at transition of each new Treasurer.
- h. Zoom Committee

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- i. Victoria and Michael
 - 1. Let's Talk Design Session happening in January
- 5. **New Business:**
 - a. Sales of two art pieces that have been held at Joe Koches Ferndale Blacksmith Shop Gallery. But with Joe Sr's passing, the gallery space will no longer be available.
 - i. The Ferndale Blacksmith shop has offered \$3000 for the Jake James piece now installed in front of the shop. This was created about 8 years ago at a workshop in Loomis and facilitated by Dennis Dusek. I propose we accept this offer.
 - 1. Paul Moves approval and Bill Kasper Seconds. Passes unanimously.
 - ii. Dan Chambers has agreed to purchase the Carl Jennings headboard for \$1000.
 - 1. This conversation is tabled
- 6. **Future Agenda:**
 - a. Executives will be on the second piece from Dan Chambers
 - b. Holiday Mailer
- 7. **Correspondence:**
- 8. **Open Time: Comments and Questions:**
- 9. Next BOD meeting
 - a. First week on November
- 10. Move for adjournment
 - a. **Motion to adjourn by Paul and seconded by Paul. Passes unanimously.**