

**New England Woodcarvers**

**Executive Board Meeting**

**March 28, 2006**

**Middlesex Community College – Building 5 (Trustees House),  
Conference Room**

**MEMBERS PRESENT:** Roger Melanson, Joe Olson, Rip Stangroom, Floyd Truitt,  
M. Paul Ward, Yvette Holladay, Leo Lambert, Maria LaGoy

**MEMBERS ABSENT:** Bob Sisson

**OTHERS PRESENT:** Lorne LaGoy

**CALL TO ORDER:** President Roger Melanson called the meeting to order at 9:11 am

Secretary (Yvette H.): Discussion and consensus on abbreviated minutes for website and newsletter. A button to be added under 'Meetings' to display the business meeting times and minutes on the website. This will give members information about when and where the next business meeting will be.

Vice President's report (M. Paul W.): Mail is forwarded to the president, even if the name is of a previous president. October guest speaker Frank Basch will create a mountain goat. Paul will be working on other workshops as well. In regards to the June guest speaker, Tony Erickson, Paul Ward will be holding a Saturday workshop, and the LaGoy's will be doing a workshop with Erickson on Friday.

Treasurer's report (Leo L.): Review of P & L report that Leo generated. Discussion on what expenses had brought the balance down. Rip discussed the income from the membership ... Membership count is currently at 506 prompting discussion on why. We send out about 600 newsletters between members, complimentary and scrollers. Discussion to eliminate scrollers to bring the cost down somewhat. Newsletter discussion on bulk rates and possibilities. Other efforts are being taken to drop the price, such as layout and format for the newsletter. Leo notes that storage fees have gone up to \$54/mo, up \$2 from previous months.

Membership Secretary (Rip S.): As NEWC's membership is currently at 506, discussions on why we are losing members. Rip explained that trying to get return people seems futile. In example, Rip reviewed a letter from a member unaware that their membership had expired, but wondering why they weren't receiving their newsletter. Leo added as well the frustrations of people moving and not realizing their membership expired.

Attendance at meetings of non-members discussed, along with collecting additional e-mails in hopes of sending the newsletter electronically. Rip shared a past certificates for 'Woodbutchers' for those bringing in old carvings they had done (for the show and tell table) for use in the future. Rip has updated the zip codes in the membership list to add the additional four numeric digits that append to the zip code.

Newsletter review (Yvette H.): NEWC name changed to reflect official name registered, New England Woodcarvers, as opposed to New England Wood Carvers. Extras newsletters distributed to a few board members. Thanks went out to Joe Olson for the members he promotes in the Randolph area. Price of the newsletter discussed, a reason discussed for raising membership fees. While Rip Stangroom's son was able to print the newsletter at a big savings, that opportunity is not available at this time. By layout changes, the price of printing was dropped nearly \$75 dollars, down from previous printing.

Spirit of Wood (Roger M.): Roger reviewed the show brochure and updates. Show cards will be re-printed for free due to an error in the main carvers website address. The special raffle ticket master is done and tickets being printed. Roger has asked for 800 books, at 5 tickets per book. Roger continued review of the spirit of wood, and the feature artist Hatem Gomma, who is carving a bird of prey at no cost to NEWC for the raffle.

Roger passed around a lengthy packet John Yurka put together about the spirit of wood show details (Operation Guidelines for Carving Competition). Kudos to John for a fine document created, which will serve as a guideline to follow for the Spirit of Wood Show.

Roger asked Paul to draft a guideline to use in the future to outline what is expected from the seminars that are run, like the Don Burgdorf Seminar in February, or Tony Erickson's Seminar in June. Joe will check with people in Maine, who have a fund to run the seminar, if they charge the membership half for the cost of the seminar. Leo expressed his opinion on making sure a minimum fee is set, but also that a guideline may be difficult to write in stone. Discussion on whether it would be best to work out a custom contract per seminar. Rip mentioned that at a past seminar in Vermont, the fee was \$225 per person for a 3 day seminar. Discussions pursued on how other organizations handle their seminars and how we could establish guidelines for seminars/workshops as well. Rip added that we would need to differentiate between a 1 day, 2 day and 3 day length seminars. This topic needs further discussion.

Roger brought up Wildlife Artisans Association, who asked if we would promote their show, and in return, they would promote our show. Discussion on our relation with other clubs shows.

Yvette will contact Wildlife Artisans Association, of which a member runs a Minuteman Press, to see if we might be able to work out a better price on printing our newsletter. NEWC is currently printing at a different branch of Minuteman Press.

Carver of year award: Members of the board will have a pow wow at the end of the membership meeting to review nominations and select the winner of the carver of the year award.

Rip mentioned the secretary should handle the merchandise as Rip had done before. Overstock of NEWC items brought up, and Rip mentioned that in the past Phyllis Miele put a flower arrangement in a NEWC coffee cup as a raffle item. Discussion on other ideas about what to do with the overabundance of cups, hats, etc.

Roger asked Rip to leave the room temporarily so the board could discuss special awards, as Rip would be receiving one. Roger proceeded to discuss members of importance who have done so much for the organization. What should the format be for the June meeting, i.e.: luncheon, no luncheon? Awards of different types were discussed, appropriate to the individuals we will be honoring. A consensus by the board was reached on the type of awards which will be presented.

Rip was asked back into the room so we could discuss how to appreciate members who help in the organization. Certificates were mentioned, of which would be presented in some type of jacket. Joe had an example of an award he received. It was suggested that we could add the NEWC gold foil seal. Roger will inquire about getting wood plaques instead of a paper type jacket for the certificate, should the other award idea fall through.

June Awards Meeting Luncheon: Roger had an idea to have the executive board work the food table instead of using a caterer to save money. To have the school handle it, it would cost about 8 dollars per person. Roger noted that he could get the table cloths. Yvette suggested asking the membership in the newsletter to bring a pot luck luncheon item. Roger will ask his daughter, as a consultant, to organize a list of what is needed to have a luncheon. The board members will each bring a dish, and supplemental items to dishes brought will be purchased as well.

Transfer of membership: Rip says the transfer should go smoothly. Rip and Yvette will work together on transferring the membership before the June meeting. Membership was discussed in regards to how we should handle the list. Joe brought up a yearly fee, but dues collection would be more difficult. Roger adds that more discussion probably needs to be made along these lines.

Guidelines for Preparing Operation Budgets: Roger noted the split between two budgets, Association's budget and Spirit of Wood budget. He asked that the board members each prepare a budget of items of cost per their position. An outline document for this purpose handed out to the board members. The document details operating ID numbers based on position (ie, president, vice pres, sec., etc). Then, based on the feedback information from each board member, Roger will be able to create a budget he will present to the membership.

Roger's hoping we can add money to a 'kitty' which will accumulate through the years, as opposed to simply breaking even each year. Roger noted that we need to prepare for the future. Deadline to submit budgets by the board members is the end of the month.

It was mentioned that in years past, NEWC money was collected for a building fund. Scholarship money had come from the carving show. Other money was collected via the meeting raffle, coffee and refreshments. Leo mentioned perhaps we could carefully word a statement in the newsletter in asking that people donate money.

\*Roger to send a copy of this document to Bob Sisson who is not present.

**COMMUNICATIONS:** Roger gave the secretary the official letter for the secretary files, of the letter sent from Nikki at MCC regarding the donation to the school. Other letters and documents regarding shows passed around the table. Roger received a brochure from McLaughlin woods which he'll make available at the next meeting. Roger sent a multitude of other communications to various members and organizations. Joe Olson inquired if NEWC is doing a table at Monson in April. Roger has not yet heard from that organization. Joe will contact Monson and have them contact Roger directly for invitation to their show. It was noted that other carving organizations need to notify the president should they want to offer NEWC a booth at their show.

**UNFINISHED BUSINESS:** Seminar guidelines

**NEW BUSINESS:** Year end administrative report

**ADJOURNMENT:** The meeting adjourned at 12:50

Respectfully submitted,

Yvette Holladay, Secretary

**Approval of minutes:** Leo Lambert, Roger Melanson, Joe Olson, Yvette Holladay, Maria LaGoy

*Abbreviated version for web and newsletter:*

**NEWC Executive Board Meeting Minutes 3/28/2006, MCC – Bldg. 5 (Trustees House)**

**MEMBERS PRESENT:** Roger Melanson, Joe Olson, Rip Stangroom, Floyd Truitt,

M. Paul Ward, Yvette Holladay, Leo Lambert, Maria LaGoy **ABSENT:** Bob Sisson

**OTHERS PRESENT:** Lorne LaGoy

**CALL TO ORDER:** By President Roger Melanson at 9:11 am

Secretary report (Yvette H.): Discussion and consensus on abbreviated minutes for website and newsletter. Feb. minutes reviewed for final acceptance.

Vice President's report (M. Paul W.): Mail given to president. October guest speaker Frank Basch discussed. June guest speaker will be Tony Erickson. Paul Ward and the LaGoys will hold workshops with Tony in June prior to membership meeting.

**TREASURER'S REPORT** (Leo L.): Review of P & L report. Storage fees have gone up to \$54/mo, up \$2 from previous months.

**MEMBERSHIP SECRETARY** (Rip S.): NEWC's membership currently at 506, discussions on why we are losing members. Rip explained that trying to get return people seems somewhat futile. Leo added as well the frustrations of members were moving and not realizing their membership expiring.

**NEWSLETTER** (Yvette H.): NEWC name changed to reflect official name registered. Price of the newsletter discussed, a reason agreed for needing to raise membership fees. While Rip Stangroom's son was able to print the newsletter at a big savings, that opportunity is no longer available.

**SPIRIT OF WOOD** (Roger M.): Roger reviewed the show brochure and updates, raffle tickets and feature artist Hatem Gomma. A lengthy packet put together by John Yurka outlining the spirit of wood show details reviewed (Operation Guidelines for Carving Competition).

**JUNE AWARDS MEETING & LUNCHEON:** Awards discussed for presentation at the June meeting.

Executive board agreed they would organize and work the food table instead of using a caterer to save money. Members of the board will have a pow wow at the end of the next membership meeting to review nominations and select the winner of the carver of the year award, to be presented at the June meeting.

**OPERATION BUDGETS:** Roger asked that the board members each prepare a budget of items of cost per their position. Based on the feedback information from each board member, Roger will create a budget he will present to the membership. Looking ahead, Roger's dream is to build a 'kitty', which will accumulate through the years, as opposed to simply breaking even each year. With that thought, we need to prepare for the future.

**COMMUNICATIONS:** Official letter for the secretary files from MCC. Other letters and documents regarding shows passed around the table. Roger sent a multitude of communications to various members and organizations. It was noted that members need to notify the president of shows, etc.

**UNFINISHED BUSINESS:** Seminar guidelines

**NEW BUSINESS:** Year end administrative report

**ADJOURNMENT:** The meeting adjourned at 12:50

Respectfully submitted, Yvette Holladay, Secretary