

## **New England Woodcarvers Executive Board Meeting**

January 27, 2007

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

**MEMBERS PRESENT:** Roger Melanson, M. Paul Ward, Yvette Holladay, Leo Lambert, Maria LaGoy, Joe Olson, Karen Seo

**MEMBERS ABSENT:** Bob Sisson

**OTHERS PRESENT:** Lorne LaGoy, Floyd Truitt, Robert Landry

**CALL TO ORDER:** President Roger Melanson called the meeting to order at 9:04am.

**APPROVAL OF MINUTES:** Karen distributed draft minutes from the 11/25/07 Board Meeting. These had been previously distributed via email. She reported that to date, she'd received comments from Roger, Paul, and Maria.

1-27-07-1 All (besides those who've already sent in their feedback) to review the minutes and send comments to Karen.

### **BOARD DECISIONS**

\*\* The Board approved a motion to “extend the NEWC calendar to include March, May, and November for educational purposes and seminars. These additional 3 monthly meetings will not include a speaker.”

\*\* The Board approved a motion to establish the position of Merchandise chair and to the appointment of Robert Landry to this position.

\*\* The Board voted to approve the following motion:

- 1 To rescind the previous decision to require a person to be a member of NEWC in order to participate in the Spirit of Wood competition
- 2 To allow the Scrollsaw Association of the World (SAW), the Central New England Woodturners, Inc (CNWT), and the Association of Revolutionary Turners (ART) to pay entry fees at the membership levels of pricing
- 3 If a non-member chooses to join NEWC during the Show, he/she can apply \$5 of the first entry fee towards his/her membership fee (paying \$10) and also receive the member's cap on entry fees after four entries.

### **ACTION ITEMS:**

1-27-07-1 All (besides those who've already sent in their feedback) to review the 11/25/07 board meeting minutes and send comments to Karen.

1-27-07-2 Roger to provide Yvette with text regarding the new meeting dates for the

newsletter (by 1/28/07).

1-27-07-3 Yvette to put information in the newsletter (the upcoming one) about the new meeting dates.

1-27-07-4 Karen to put together a curriculum for beginning woodcarvers. All to provide Karen with assistance/input.

1-27-07-5 All to review the draft and provide feedback to Roger.

1-27-07-6 Yvette to coordinate with Robert Landry to transfer various merchandise to him.

1-27-07-7 Yvette to publish in the Newsletter the text provided by Roger describing the Nominating Committee, process for selecting its members, selections of candidates for each officer, voting, etc.

1-27-07-8 All to send Roger suggestions for the second member of the Nominating Committee.

1-27-07-9 Paul to think about another trip and report back to the Board

11-25-1 Roger to bring to the next meeting an example of a membership referral program.

11-25-2 Next meeting, Board to discuss advertising to improve recruitment.

11-25-3 Next meeting, Board to discuss how to make newsletter more attractive to non-New-England folks, e.g.,

- 1 Content
- 2 Local vs National
- 3 It used to have carving articles and regular authors
- 4 Mini chip chats
- 5 Q&A section

11-25-4 Yvette still needs a copy of the British Woodcarvers Newsletter for reference – Roger has a copy and will be sharing it with Yvette at 3/24 Board meeting.

11-25-5 Roger to locate Leo's Press Release for woodcarvers and craftsman who participate in the carving competition. The press release is designed to be sent to local newspapers where the carver lives for the purpose of publicity.

11-25-6 Roger to talk to Audobon re: their acting as sponsors -- we need to plan 2 years in advance.

11-25-7a Board to discuss NEWC brochure at the next meeting.

11-25-7b Roger to redesign the proposed advertising brochure into a double fold (8.5 x

11") format to include the membership application. And will get printing prices from several printing companies.

11-25-8 Maria to contact "Helli" Helmut Mayr re: his availability to be featured carver, whether a workshop could be scheduled before the Spirit of Wood Show, etc.

11-25-9 Yvette to mail new membership form to Roger

9-06-1 Maria LaGoy to work with Paul Ward to generate a list of all carvers who might be candidates for guest speaker – past speakers, NEWC members, etc.

9-06-2 Yvette to see if office supply costs for the newsletter can be reduced by getting the store brand, e.g., rather than "Avery" labels, getting the store brand at Office Depot or Staples.

9-06-3 Yvette to provide a list of Life Members for Board to review.

9-06-4 Yvette and Leo to create a graph of membership (renewals, new members, expired, etc.) by fiscal year, by month [on hold until Yvette has time, at least until after New Year]

9-06-5 Yvette and Leo to draft a letter to be sent to people when their membership expires and to put together the details of a proposed plan – when to send the letter, how many times to send a letter (3 times?), whether the club should include a return pre-addressed envelope, etc. The board will discuss this at the next meeting.

9-06-6 Roger to follow up on arrangements for offering NEWC logoware (purchase samples, design order form).

9-06-7 Paul to write up a description of the Novice Program for the next newsletter (deadline 11/12/06).

9-06-8 Yvette to draft a new membership application form.

9-06-9 Board to discuss whether to support the idea of carving canes for disabled vets and let Jack Nitz know if NEWC is interested in doing this.

## **REPORTS:**

### **Treasurer Leo Lambert**

Leo distributed copies of

- 1 Balance Sheet (as of 1/27/07)
- 2 Profit and Loss Statement (7/1/06 through 1/27/07)
- 3 Chart showing Income and Expense for the months between 7/1/06 and 1/27/07

Notes:

- 1 Total assets as of 1/27/07 are \$27,590.62.

- 2 Total Income/Expenses for 7/1/06 through 1/27/07 is \$977.54. The club does not have much extra income.
- 3 All matters with the State have been resolved.
- 4 "Simply Self-storage" has indicated that NEWC needs to sign a new rental agreement. Leo will sign this on behalf of the club. He signed the previous one. He noted that it will cost extra (\$10/month) if we want 24-hour access (vs access during the company's normal business hours).

**Membership Secretary Yvette Holladay**

Yvette distributed copies of

- 1 a report listing all members
- 2 samples of the letters she sends to members whose memberships are about to expire.
- 3 a summary of check collected 12/3/06 to 1/27/07

	<u># of checks</u>	<u>amount</u>	<u>totals</u>
	43	\$15.00	\$ 645.00
	11	\$30.00	\$ 330.00
	1	\$20.00	\$ 20.00
	1	\$16.00	\$ 16.00
hat + dues	1	\$29.45	\$ 29.45
apron	1	\$20.00	\$ 20.00
cash		\$90.00	\$ 90.00
		TOTAL	\$1,150.45

Notes:

- 1 Yvette sent letters to a number of people whose memberships had expired a while ago (6 months?). Several of them re-joined.
- 2 Yvette sends different letters to members whose memberships are about-to-expire, depending on how much time is left before their memberships expire. She included a brief survey sheet but received only a few back.

**Newsletter Editor Yvette Holladay**

Next newsletter should be complete and printed on 1/29/07. Roger, Paul, and Maria volunteered to help with the mailing process.

**Spirit of Wood Show, Roger Melanson**

Roger distributed a progress report as of 1/27/07. Things are heating up with many things needing to be done. The planning committee has decided to revise the categories in the Carving Competition -- removing "EXPERT" level and leaving youth, novice, intermediate, and open. Other simplifications are being made to reduce the number of ribbons awarded. The board discussed whether or not combining professionals with amateurs in the "open" category would discourage the amateurs.

**Education, Paul Ward**

Paul reported on a class he's been giving at the St. Augustine Middle School in Andover.

This is part of the regular school day – 1 hour, limited to 10 students. He has given 2 classes in January (whimmy-diddle, a bas relief plaque done using stamps) and there will be 2 more classes in February. He does not have the children do anything involving knives.

Paul has also received a call from a school that was looking for a woodcarving mentor for one of their students (9 year old).

Joe mentioned teaching in a Jamaica Plains school where he had the children do soap carving using wooden knives that he made from popsicle sticks. He dipped the resulting knives in wood hardener.

The board discussed briefly the idea of NEWC becoming more involved with schools so as to encourage young people to take up woodcarving and/or join NEWC.

## **COMMUNICATIONS**

### **Additional Monthly Meetings and Helmut Mayr workshop**

Roger distributed

- 2 Calendar with dates for NEWC meetings for 2007 (membership, board, Spirit of Wood planning, Spirit of Wood show)
- 3 email from his communications with Alice Rouse (Middlesex Community College) requesting use of the college's facilities for some additional dates, specifically the first Sunday in November, March, and May (for general club meetings or workshops – no speaker) and 3 consecutive days during October 15-19, 2007 (for the Helmut Mayr workshop). Alice replied positively offering
  - o Maine Street and CafÉ West in the Student Campus Center for the first Sunday in November, March, and May at \$200/each month
  - o Visitor's Center for 10/17,18,19 at \$50/day

The Board discussed whether or not to add 3 monthly meetings to the NEWC calendar – March, May, and November and agreed that while it was unclear as to how many members would attend these additional meetings, these meetings would provide an opportunity to offer training and workshops, especially for new carvers. There was some concern about liability issues and also about ensuring that children were at least some minimum age. Several board members said that liability waivers were of no real use. Maria's classes require participants to be at least 12 years old.

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Karen volunteered to lead an effort to put together a curriculum for beginning woodcarvers

1-27-07-2 Roger to provide Yvette with text regarding the new meeting dates for the newsletter (by 1/28/07).

1-27-07-3 Yvette to put information in the newsletter (the upcoming one) about the new meeting dates.

1-27-07-4 Karen to put together a curriculum for beginning woodcarvers. All to provide Karen with assistance/input.

The Board also agreed to take the 3 days in October for the Helmut Mayr workshop. The \$150 cost for the room will be built into the workshop fees.

## **UNFINISHED BUSINESS**

### **NEWC brochure**

Roger distributed a draft NEWC brochure. All agreed that such a brochure would be useful and that the cost estimate he'd received for printing sounded reasonable. The Board requested the following changes

- 1 Add a sentence pointing people to the club website for links to other carving clubs
- 2 Remove wood turning sample (bowl) from the cover and the text
- 3 Change "raffle" to "drawing"
- 4 Remove mention of the number of pages of the newsletter

1-27-07-5 All to review the draft and provide feedback to Roger.

## **NEW BUSINESS**

### **Merchandise committee chair**

Robert Landry volunteered to be responsible for NEWC merchandise. The Board thanked him and accepted his offer. He requested that the Board purchase a copy of QuickBooks (\$80). The Board asked that he see how things go for a while first and bring the matter up again later if he felt there was a good case for this expense.

[Robert\\_Landry@comcast.net](mailto:Robert_Landry@comcast.net)

193Beech Street

Fitchburg, MA 01420-4118

\*\* The Board approved a motion to establish the position of Merchandise chair and to the appointment of Robert Landry to this position.

1-27-07-6 Yvette to coordinate with Robert Landry to transfer various merchandise to him.

### **Nominating Committee**

Roger distributed copies of text (to be published in the Newsletter) describing the Nominating Committee, the process of selecting its members, the committee's responsibilities, the balloting, etc. The Nominating Committee has 3 members and will select the candidates for election of the Officers of NEWC at the Annual Membership Meeting on 6/3/07. Lenny Chaisson will be the first member. The Board will select the

2<sup>nd</sup> member and these 2 members will select the third member from the general membership.

1-27-07-7 Yvette to publish in the Newsletter the text provided by Roger describing the Nominating Committee, process for selecting its members, selections of candidates for each officer, voting, etc.

1-27-07-8 All to send Roger suggestions for the second member of the Nominating Committee.

### **Spirit of Wood policy change**

Roger reported that the Spirit of Wood planning committee believes that the recent vote by the Executive Board to limit competition entrants at the Spirit of Wood show to paid up NEWC members will cause a downward slide in the number of entries. The committee believes that all carvers should be encouraged to enter the competition and that most wood turners and scrollers would not want to become NEWC members and would disappear from the show. The Board agreed with this recommendation and also noted that the 3 other organizations that will be eligible for "member" level entry fees are being treated this way because they are helping organize the Show.

\*\* The Board voted to approve the following motion:

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- 6 If a non-member chooses to join NEWC during the Show, he/she can apply \$5 of the first entry fee towards his/her membership fee (paying \$10) and also receive the member's cap on entry fees after four entries.

### **Another trip**

Paul reported that he was not interested in organizing a trip to Maryland but would be more interested in arranging a trip to Shelbourne. Floyd Truitt suggested coordinating such a trip with the Vermont Show that takes place the 3<sup>rd</sup> weekend in August. Others suggested trips to Mystic Seaport and the Peabody Institute.

1-27-07-9 Paul to think about another trip and report back to the Board

**ADJOURNMENT:** The meeting came to an end at 12:35pm.