

# **Houston Area Blacksmith's Association, Inc.**

Board Meeting Minutes

January 29, 2007

## **Call to Order:**

A regular Board of Directors meeting of the Houston Area Blacksmith's Association was called to order at 6:09 PM on January 29, 2007 by HABA President, Tee Hines.

## **Location:**

Stress Engineering Services at 13800 Westfair East Drive Houston, Texas

## **In Attendance:**

Tee Hines-President, Les Cook-Vice President, Richard Boswell-Secretary, Ed Malmgren-Treasurer, at large board members Mark Finstad and Tim Bailey. Dave Koenig was excused.

Advisory members in attendance were Dave Bailey, Russell Parrish and Andrey Lebed.

## **Opening Comment:**

Tee opened the meeting by thanking Richard Boswell and Stress Engineering Services for hosting the meeting. He thanked everyone for taking time to be there.

## **Order of Business:**

### **1. Approval of Minutes**

Richard Boswell presented the August 22, 2006 Board Minutes. Les Cook moved to accept the minutes as written. The motion was 2<sup>nd</sup> by Ed Malmgren and the motion passed unanimously.

### **2. Financial Report**

Ed Malmgren presented HABA's financial report. As of December 31, 2006, our cash/savings balance was \$19298.07. Ed confirmed our short term CD had expired and he purchased a new 3 year CD in the amount of \$16500. Ed provided the board with a proposed 2007 budget indicating a gain of approximately \$3700 this year. Tim Bailey moved to accept the financial report as read. The motion was 2<sup>nd</sup> by Les Cook and the motion passed unanimously.

Other finance related discussion:

PayPal – the board discussed cancelling the use of PayPal because of lack of use and cost involved. It was suggested that we remove PayPal from HABA's web site. Ed reported PayPal requires a 2<sup>nd</sup> bank account. The board decided to table this issue for future discussion.

## Financial Report cont.

HABA's liabilities – Ed reported – Sales Tax, Insurance and Website have been paid.

HABA's financial records – Ed reported HABA's financials have been recorded in Quick Books and are up to date.

### **3. Action Item Report**

Tee reported the status of the action items generated at our August 22, 2006 Board meeting.

Bank signature card – Signature card has been updated and authorizes Les Cook, Richard Boswell, Ed Malmgren & Tee Hines as signatories.

Storage - Dave talked to Kennie Hall about placing a storage building in Oldenburg. Kennie was not interested but will allow us to store items in his personal storage building.

PA system - PA system, with stand, was purchased 9-15-06. Cost of system was \$494.

Membership incentive -3 & 5 year incentive were implemented 1-1-2007

Surplus steel - Steel was not auctioned off because of wet weather.

### **4. January Meeting & Auction**

The board discussed the success of our Annual Knife making workshop at Cowboy Szymanski's place in Bellville. It was reported that we had approximately 40 people in attendance, auction revenue was \$834 and we had received \$960 in membership dues.

Further fundraising discussion – David Bailey suggested HABA have multiple auctions throughout the year.

### **5. Public Demonstrations**

The first question presented was “What is a HABA meeting”? Collectively, the board defined a HABA meeting as, our monthly meeting which is held the 3<sup>rd</sup> Saturday of each month except December. Also any meeting pre approved by the Board of Directors such as, Bayou Bend, Bayou City Art Festival, Armand Bayou, Oldenburg, Depot Day, Katy Folk Life and Barrington Farms.

The board decided to continue to list meetings such as Balcones and LAMA's conferences which will be considered “Other Meetings”.

Richard Boswell agreed to modify the HABA web calendar to better define HABA sponsored meetings.

The board agreed that HABA can not allow anyone to represent them at a public demonstration without board approval.

## Public Demonstrations cont.

An approved demonstrator must have prior demonstrator experience or be properly trained in all aspects of public demonstrations, especially public safety.

Les Cook volunteered to organize HABA's public demonstration guidelines. Guidelines possibly include honorarium, donations and policy. It was noted that the Advisory Committee may be able to help with these guidelines.

Andrey Lebed volunteered to help with the upcoming school demonstration in Baytown.

Ed Malmgren advised the board he had a drawing for the new hood for the forge at Katy Folk Life Center.

### **6. 2007 Meeting & Round-up plan**

Tee Hines informed the board that Peter Ross did not return his calls or email. Tee recommended that the board find someone else for our Fall Round-up.

Tee presented the board with the cost associated with bringing Jonathan Nedbor from New York for HABA's fall meeting. The board decided not to invite Jonathan to demonstrate this year.

Tee asked the board who they would like to demonstrate. Chad Gunter was requested.

HABA's May hammer in will be hosted by Tee Hines.

### **7. Coal/Tool Purchase**

It was agreed the HABA should purchase coal for its own use and for members to purchase. Tee Hines will locate a source to purchase coal and provide the board with pricing information.

The board unanimously agreed that HABA can not fund a bulk coal purchase controlled by anyone outside of HABA.

Ed Malmgren suggested HABA purchase some tools like anvils, hammers etc., so those member without their own tools can participate in our hammer ins.

### **8. Paint Kennie's Cover in Oldenburg**

Tee reminded the board of HABA's commitment to paint Kennie's pavilion cover. Ed suggested using a lift to paint under the cover. No schedule was established to complete this action item.

### **9. Scholarship**

Tee informed the board that the IRS would not allow us to offer a scholarship to our members exclusively. They considered it inurnment to do so. The selection committee must include member outside of HABA. HABA must submit a change of business letter to the IRS which details all aspects of our proposed scholarship for approval.

Scholarship cont.

Tee asked the board members to read the scholarship guidelines Dave Koenig drafted and submit any changes or comments to Dave. Tee will schedule a follow up meeting within in 30 days.

**10. Volunteer List**

Tee provided the board with a list of members who had recently volunteer to help HABA at demonstrations. Russell Parrish will help at Katy Folk Life, Bob Hensley and Steve Blankenship will help at school and public demonstrations when needed.

**Old Business:**

Tee reminded the board about the need for an Editor.

Need to update HABA's asset inventory. A draft of our current inventory was provided.

**New Business:**

The board discussed the need to revise HABA's policy of not allowing members to use a forge at our meeting unless the membership dues are current. Les Cook suggested HABA establish a Presidents Discretionary fund which would fund a Day membership for those members whose dues were not paid and was unable to pay them the day of the meeting. An example – someone forgot their wallet. A day fee of \$5 was proposed.

This item was tabled for future discussion.

**Adjournment:**

Meeting was adjourned at 9:53 PM by Tee Hines.

Minutes respectfully submitted by:

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Richard Boswell

Secretary