

HABA BOARD MEETING MINUTES

NOVEMBER 16, 2004

Call to Order

A HABA Board Meeting was called to order at 6:27 PM by President Richard Boswell. Officers in attendance were Vice President James Porter and Secretary Dave Koenig. At large Board members present were, Les Cook, Mark Finstead and Tim Bailey. Treasurer Cathy Porter and at large member Lee Oates were excused. There were no other HABA members present.

A quorum was present to conduct business.

The meeting convened at the offices of Stress Engineering Services at 13800 Westfair East Drive • Houston, TX 77041.

Approval of Minutes

The minutes from the September 9, 2004 Board Meeting were read by Dave Koenig and unanimously approved as read by the board.

Treasurer's Report

James Porter gave the Treasurer's Report and it was accepted. HABA's net income increased \$2,587.02 year to date. Cash on hand November 2, 2004 is \$13,685.83.

James reported that HABA was making progress using a form of charter accounts prepared by the treasurer to record income and expenses at HABA functions.

The board unanimously voted to prorate HABA membership. Memberships from January through May will cost \$20 and memberships from May through December will cost \$10.

Board Members Retained

James Porter will remain on the board as Vice President for now and will work around an uncertain work schedule for as long as possible.

Cathy Porter will remain on the HABA Board as the HABA Treasurer.

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Membership Renewal Notices

James and Cathy Porter will prepare and mail HABA membership renewal notices to all members. The renewal period begins January 1, 2005.

Executive Committee Elections

The Board was reminded that Executive Committee Elections take place in June 2005.

Volunteers Needed

The need to recruit volunteers to help produce HABA meetings and functions remains. One proposal was to write up short job descriptions for each job and see if that helps with the recruitment process.

Long Range Plan/Editor Meeting

Les Cook and Dave Koenig made little progress in their efforts to prepare a long range plan and an annual budget. The same applies to their efforts to visit with David Hoffman and explore options for mailing and editing HABA newsletters and meeting reminders.

October 2004 Hammerfest

There was a consensus that the October Hammerfest in Oldenburg, TX was a success. The event lost \$1.52 but offered the public and smiths from TX and LA a day of informative demonstrations and opportunities to buy and trade tools and learn new forging techniques. Having Pieh Tools from AZ present to sell new blacksmithing tools was beneficial for everyone.

This event needs to have an auction of the demonstration pieces and include work others may donate. In addition, the forge in the mainlarge tent needs to be made available for nighttime forging.

Board members were asked to begin thinking about what kind of work should be demonstrated at the 2005 Oldenburg Hammerfest and who might be interested in doing a demonstration. HABA needs to advertise this event early on the web and *Anvil's Ring*.

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IRS Form EZ990

Richard Boswell, Les Cook and Dave Koenig went to a seminar about filing the 990EZ form with the IRS. This is an optional filing now because HABA does not generate revenue in excess of \$25,000 per year.

The advantage of filing the form is twofold. One, it lets the IRS know HABA is still in business and two; it lets them know HABA continues to meet the requirements of a public charity. If HABA is listed as a public charity, it has access to grant money. The more important issue is being publicly identified as a public charity as opposed to being listed by default as a private charity. The IRS will reclassify HABA as a private charity if it is uncertain about how HABA generates its income.

2005 HABA Meetings

The Board would like to see more hand forging blacksmithing programs at the 2005 monthly meeting schedule. The following Board members offered to host the following meetings: Mark Finstead, February; Tim Bailey, June; Dave Koenig, January. Tom Stovall will be contacted to demonstrate horseshoeing. Member Rob Kirby offered to demonstrate broom tying in connection with a fire tool demonstration. There should be one meeting scheduled as a big *hammer-in* to make items for HABA to sell at Oldenburg and possibly in a gallery.

NOTE: The January 2005 Sixth Annual Knife Making Workshop and Fund Raising Auction will be held at Ed Malmgren's shop, East Loop South, Houston, TX and not at Tudor Forge. Ed offered his shop for the January meeting after the November Board Meeting.

A list of 2005 HABA meeting topics and locations will be prepared and published.

In addition HABA will also publish a list of public demonstrations by HABA member, date and location to inform members and the public.

There was a suggestion that HABA members demonstrate for the public in teams. This is an opportunity for members to learn from each other and a means to train new members to demonstrate in public.

HABA Trailer

The board discussed the possibility of building or purchasing a trailer to store and transport HABA owned forging equipment and sales items. Purchasing seems to be the

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more economical way to proceed. However, there are numerous issues which need to be resolved before a decision is made to purchase a trailer. Some of the issue are: the size, use, maintenance and storage of the trailer .

HABA Aprons

Les Cook explored the possibility of HABA purchasing for sale cloth shop aprons with the HABA Logo. No decisions were made.

Adjournment

The meeting adjourned at 9:54 PM.

Respectfully submitted,

Dave Koenig - Secretary