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2006 ABANA BOARD OF DIRECTORS MEETING

New Paltz, New York

Thursday, November 9, 2006

The meeting was called to order at 9: 41 a.m. by President Don Kemper and the roll was taken. Those in attendance were:

Elizabeth Brim
Maegan Crowley
Bob Jacoby
Don Kemper
Erik Lander

Murray Lowe
Dave Mudge
Eric Ryser
Dorothy Stiegler
James Viste

Chris Winterstein
Will Hightower
Clare Yellin

Other persons in attendance were Rob Edwards, Editor of *The Anvil's Ring*, LeeAnn Mitchell, ABANA Central Office Executive Director and April Franklin, ABANA Conference Coordinator & Registrar.

Proof of notice of the meeting was given.

MOTION #1: Dorothy Stiegler made a motion accept the minutes of the 2006 ABANA Board of Directors meeting held in Seattle, Washington. James Viste seconded the motion. PASSED.

Nomination and Election of Officers

- Dorothy Stiegler nominated Clare Yellin for president. Murray Lowe seconded the nomination. James Viste moved to close the nominations. Murray Lowe seconded the motion. Clare Yellin was elected president.
- Dorothy Stiegler nominated Dave Mudge for first vice-president. Will Hightower seconded the nomination. Will Hightower moved that the nominations be closed. Chris Winterstein seconded the motion. Dave Mudge was elected first vice-president.
- Will Hightower nominated Eric Ryser for second vice-president. Maegan Crowley seconded the nomination. Murray Lowe nominated Don Kemper for second vice-president. Clare Yellin seconded the nomination. Clare Yellin moved that the nominations be closed. Dorothy seconded the motion. Don Kemper was elected second vice-president
- Murray Lowe nominated Eric Ryser for secretary. James Viste seconded the nomination. Elizabeth Brim made a motion that the nominations be closed. Will Hightower seconded the motion. Eric Ryser was elected secretary.

- Erik Lander nominated Will Hightower for treasurer. Bob Jacoby seconded the nomination. Will Hightower declined the nomination. Eric Ryser nominated Chris Winterstein for treasurer. Murray Lowe seconded the nomination. Erik Lander nominated Dorothy Stiegler for treasurer. Bob Jacoby seconded the nomination. James Viste moved that the nominations be closed. Bob Jacoby seconded the motion. Dorothy Stiegler was elected treasurer.

Reports By Officers

- President's Report – Don Kemper addressed the state of the organization and thanked everyone for paying their way to the meeting. He mentioned the health of the organization and thanked Cinde Wagner, ABANA Accountant for her efforts. He mentioned that the organization was essentially staffed by one person, LeeAnn Mitchell, and that needed to be examined. He discussed different ideas to have a rainy day fund. Don expressed the idea that ABANA is trying to do too much with too little. He discussed the idea of conferences, reviewed past conferences and discussed the future of ABANA and conferences. Don also mentioned the quality of the publications and how all these sections of ABANA needed to be discussed. In closing Don wanted to say how proud he was of everyone and that this would be a long meeting and that would be difficult at times and that we could discuss these issues and keep personalities out of the way for the betterment of the organization.
- 1st Vice-President's Report – Clare Yellin welcomed the ABANA Presidency and indicated that serving under past president Don Kemper had been a pleasure and an educational experience.
- 2nd Vice-President Report – Dave Mudge mentioned that his service as second vice-president had been to “bug” other board members and try to ask the difficult questions. He welcomed his new position as first-vice president and hopes to be of great assistance to Clare Yellin.
- Secretary's Report – No report was filed by Jerry Kagele.
- Treasurer's Report - Dorothy gave an overview of the health of the organization with the report that she had filed. She thanked everyone for not exceeding their budgets this past year. She mentioned the need to restructure the finances and not exist on funds from the profits from conferences. She brought up the idea that contractors would be paid on a monthly basis. She also mentioned the outstanding bill from the University of Washington. Dorothy felt positive that we could get through this, the board would just have to stay on budget and be creative.

Central Office Report

The Central Office ran smoothly this year. Our membership numbers are down but there has been a lot of interest via phone and email from people that are thinking of joining. They mention having seen the magazines and respond to their quality. The relational database is working smoothly and makes data entry much easier. It is on a secure section of the website and any board member wishing access to locate members can easily use the search function to facilitate this process. You simply need to get the specific URL from the Central Office and the necessary 'sensitive' passwords.

She indicated that her meeting with Fred Morse of the Northeast Blacksmith Association was very positive and she highly recommend that ABANA procure the software Micro Soft Manager 2003 Professional and use this program to plan and execute future conferences. She felt that the time and energy that Fred Morse and Dave Koenig had put into this project was impressive.

LeeAnn Mitchell, as stated in her *Letter of Intent* to the Executive Committee on 10/14/06 will not be renewing her contracts with ABANA for 2007. She has agreed to stay with ABANA until a replacement is located or until March 1, 2007. April Franklin has also indicated a willingness to help keep the office open while LeeAnn's husband Jim undergoes surgery in late December / early January. She submitted a monthly breakdown of costs for January and February to keep the office up and running. The figures are based on a five day work week at forty hours per week.

She thanked the ABANA Board for their understanding of her personal decision to leave and indicated that serving ABANA had been rewarding.

ABANA Division / Committee Reports and Action Requests

EDUCATION DIVISION – Elizabeth Brim indicated that the Education Division was running smoothly and she would give a more detailed report when we got to the committee reports.

BUSINESS DIVISION – Clare Yellin reported that the Business Division was running smoothly but some changes would be discussed. The committees reported individually.

MEMBERSHIP SERVICES DIVISION – Dave Mudge indicated that the Division was running smoothly and thanked LeeAnn Mitchell for helping out when he was out of touch due to hurricane Katrina.

PUBLICATIONS DIVISION – Maegan Crowley briefly discussed publications and wished to thank Rob Edwards, Brian Gilbert and SID Graphics for their quality work. She indicated that she would go into greater detail when that part of the meeting came up on the agenda.

COMMITTEE REPORTS

- Teaching Programs “A” – No report was filed
- Teaching Programs “B” – No report was filed
- ABANA Scholarships – James Viste indicated that three excellent proposals have been received and that while his committee was here they would be reviewed and recommendations would be made.
- Grants – Structured – Elizabeth Brim indicated that no proposals had been submitted.
- Grants – Special Case – Clare Yellin indicated that no proposals had been submitted.
- Exhibitions – Elizabeth Brim was very pleased to have three important museum directors, curators and a critic who writes about craft and art visit the Members Gallery exhibition at the 2006 ABANA Conference in Seattle, Washington. She is continuing to connect with people who can help ABANA with recognition and visibility for the organization. She came

to the New Paltz early and had an appointment with Brian Wallace the Curator for the Dorsky Museum on the SUNY New Paltz campus on Tuesday. The museum will consider exhibits that they do not curate themselves but she hopes they will curate some kind of exhibition that will parallel the conference. During her discussion with him she was encouraged to find that he is interested and is excited about the possibility of ABANA submitting a proposal for a contemporary blacksmithing exhibition. She has not yet formulated an exact proposal but several ideas are being discussed within her committee. She mentioned that she and LeeAnn Mitchell have been working with the Madison Morgan Cultural Center in Madison, Georgia and are pleased to announce that there will be an exhibition entitled "Blacksmithing with a Southern Accent: Metalwork from the Southeast". The exhibition is scheduled for April 19 - June 16, 2007. ABANA has been working with the Southern Blacksmith Association on this exhibition and the reception for the show will be in conjunction with the SBA regional conference in Madison, Georgia. ABANA's part in this exhibition was to sponsor and pay the juror's honoraria. The jurors for the exhibition are Peter Happny, Mack Beal and Dimitri Gerakaris. This exhibition will also travel to the Metal Museum in Memphis, Tennessee.

- Professional / Academic Outreach – Elizabeth has been contacted by the Society of North American Goldsmiths to be a presenter at their annual conference this coming June. She will be showcasing "Women in Iron" and is very pleased that SNAG is reaching out to the iron community. LeeAnn has also been contacted about ABANA having a presence at the conference and Brian Gilbert is already working with SNAG to get an announcement in the upcoming *Hammer's Blow*. LeeAnn has also been selected along with Suzanne Pugh to juror the exhibition entitled "The New Steel". SNAG will be held in Memphis, Tennessee this year, and even though LeeAnn will not be working for ABANA any longer, she felt that between Eric Ryser, James Viste. LeeAnn, as a volunteer member, and herself, that ABANA could maintain a presence there, given the Board's permission. This will be an excellent opportunity to gain new members and heighten ABANA visibility in the metal community. *Metalsmith*, SNAG's publication, has been highlighting more iron in their issues. Elizabeth also mentioned that she has been consulting with Marjorie Simon who is writing a review of the recent iron exhibit at the Brookfield Craft Center in Connecticut for *Metalsmith*. She visited Brookfield on her way to New Paltz and worked on establishing connections with their gallery personnel and visited their smithy. She has also made the acquaintance of Lois Moran, the legendary editor of *American Craft*, the magazine of the American Craft Council. She is interested in spotlighting more iron artists. Maegan Crowley was recently in their portfolio section.
- Insurance – Clare Yellin reviewed her handout and discussed the coverage that ABANA has. She mentioned that it is bare bone, but adequate. She mentioned the additional insurance coverage during conferences. She reviewed all the types of policies that ABANA has and she is very comfortable with Pye Karr & Ambler as our agent. Maegan Crowley questioned the difference in ABANA's cost during a conference year. Clare indicated that during conference years the cost rises approximately \$4,000.00
- Finance – Dorothy Stiegler discussed the October financial that we have to date from Cinde Wagner. She indicated that \$148,509.48 of ABANA's assets were in the ABANA Educational Endowment Trust. She also pointed to several areas that could be transferred to general operating. Will Hightower brought up the issue of the value of back issues. Dorothy discussed outstanding bills and indicated that we had enough to cover all of these expenses.

- ABANA Educational Endowment Trust – Bob Jacoby reported that an article about the Trust appeared in *The Anvil's Ring*. The Trust for 2006 has received approximately \$2, 095.00 in donations. In 2007 Bob Jacoby suggested that all the board members commit to donate to the trust in any amount they could afford so that it could be announced to the membership to encourage members to donate. Will Hightower also mentioned that the Endowment Trust has raised more in one year than the old trust had in its history. Chris Winterstein questioned if “Iron-in-the-Hat” money from the 2006 conference had been committed to the Trust. Will Hightower indicated that this had been the intent and as Bob Jacoby pointed out that we needed to review previous minutes to see if this was the case.
- By Laws – Bob Jacoby mentioned that the committee has been disbanded, but will be revisited at the next board meeting in 2007.
- Affiliate Relations – Dave Mudge and Eric Ryser mentioned that we have two pending requests from groups to become affiliates. One is in Morocco and the paperwork is still pending. The other group is The Blacksmith Guild of Virginia. Dave Mudge contacted other groups in Virginia and while they welcome the new affiliate, they object to the name as it appears as an umbrella for the entire state. Also the paperwork for their 501 (c)(3) is not yet complete. Eric Ryser suggested that the motion be tabled until further discussion with The Blacksmith Guild of Virginia.
- Long Term Planning – Erik Lander summarized the organizational changes that need to occur. He mentioned that we needed to adapt to the current situation. He discussed the decline in membership and ways to get them back. Will Hightower brought up the idea that the publications have moved away from beginners and intermediate smiths and has moved more towards high end architectural and art smithing. Maegan Crowley brought up the idea that the same argument could apply to professional smiths. Murray Lowe brought up the idea that the website could assist with developing membership.
- Publications – Maegan Crowley wished to thank Rob Edwards, Brian Gilbert and SID Graphics for their excellent work. She indicated that the members have come to rely on the quality of the magazine. The publications are tools for our trade and a reason to be an ABANA member. The *Hammer's Blow* offers technical support and shop improvement ideas, as well as information to stay involved within the blacksmithing community. *The Anvil's Ring* can provide that information and be a vehicle to educate clients. Educating potential clients is the key to our survival as blacksmiths. The more the magazine improves the more professional members ABANA will gain. She believed this statement to be true. She has talked with members locally as well as members at regional blacksmithing events. The members she had talked with all agree that the magazines are the reason they are an ABANA member. We have an obligation to our members to produce these magazines to the best of our ability. Any significant changes to either publication may result in dissatisfaction among our membership. The magazines generate members, the membership dues are added revenue for the organization. Maegan also discussed her research into other printing companies.
- Internet – Dave Mudge discussed the Marketplace on the ABANA Website. It has not generated any income yet as the contract with Rob Edwards was not solidified. Dave mentioned that we need to consider the ABANA website as a publication.

- Joe Humble Award – Don Kemper reported for the committee. This year’s award was presented to Bill Clemens of Pennsylvania at the 2006 ABANA Conference in Seattle, Washington.

MOTION #2: Don Kemper made a motion that the ABANA Board move into Executive Session to review the Bealer Award Committee report. Will Hightower seconded the motion. PASSED.

- The Bealer Award – Don Kemper presented the report from the Bealer Award committee.

The ABANA Board moved out of Executive Session

MOTION#3: Don Kemper made a motion to accept the Bealer Award Committee’s choice for the new committee member Loreli Sims. Her term will extend through 2012. Will Hightower seconded the motion. PASSED.

MOTION #4: Don Kemper made a motion to accept the Bealer Award Committee’s recommendation for the recipient. Will Hightower seconded the motion. PASSED.

Break for Lunch / Meeting resumed at 2:04 p.m.

Motion #5: Will Hightower made a motion that ABANA put a liability in the financial statement for the proceeds from the 2006 “Iron-In-The-Hat” to be paid into the ABANA Educational Endowment Trust. Maegan Crowley seconded the motion. PASSED.

- 2006 Conference Report – The report was submitted by Murray Lowe and read by Don Kemper. The board discussed the report and the impact of the 2006 ABANA Conference.

MOTION #5: Don Kemper made a motion to accept the verbal report from the 2006 Conference committee in lieu of a written report. Eric Lander seconded the motion. PASSED.

MOTION #6: Don Kemper made a motion to authorize the 2006 ABANA Conference Chair to complete the financial arrangements for the 2006 ABANA Conference. Bob Jacoby seconded the motion. PASSED.

The ABANA Board reviewed the 2006 ABANA Conference line item budget and discussed the expenses in detail.

- 2008 Conference Report - April Franklin presented a report on the “Functions of the ABANA Conference”. The Board thanked her for her efforts.

MOTION #7: Don Kemper made a motion to adjourn the meeting. Bob Jacoby seconded the motion. PASSED. The Meeting Adjourned at 8:00 p.m.

Friday, November 10, 2006

The meeting was called to order at 8:40 a.m. by President Clare Yellin and the roll was taken. Those in attendance were:

Elizabeth Brim	Murray Lowe	James Viste
Bob Jacoby	Dave Mudge	Chris Winterstein
Don Kemper	Eric Ryser	Will Hightower
Erik Lander	Dorothy Stiegler	Clare Yellin

Also in attendance were LeeAnn Mitchell, ABANA Central Office Executive Director and April Franklin, ABANA Conference Coordinator & Registrar.

Maegan Crowley and Rob Edwards were in a Publications Meeting

Guests from the SUNY New Paltz and the Campus Auxiliary Services included:

Christine Waldo-Klinger, Director of Auxiliary Support; Vidal N. Lopez, Assistant Director of Campus Life; Bruce DuBois, Assistant Director / Comptroller, CAS; Ralph Perez-Rogers, Director of Dining Services, CAS / Sodexo; Ray Bryant, Chief of University Police; John Shupe, Assistant Vice President Facilities Management; Brian Pine, Director of Facilities Operations; Erik Hart, Director of Athletic Facilities; Steve Deutsch, CEO / CAS; Tim Neu, CAS / Northeast Blacksmiths Association.

Those in attendance from the Northeast Blacksmiths Association included Dave Caccamo, Fred Morse and Jonathan Nebbor.

Christine Waldo-Klinger welcomed the ABANA Board to New Paltz. She and selected staff of SUNY New Paltz made their presentation to the board.

Johathan Nedbor questioned the decision to not allow camping on campus. He also discussed the parking needs of the organization. Bob Jacoby questioned the SUNY New Paltz staff as to their desire to host the conference. The board asked questions regarding site, fire regulations, electrical needs, coal fires and tents. The SUNY New Paltz staff mentioned that union labor regulation would not be an issue with the conference. Dorothy Stiegler inquired about alcohol on campus and the possibility of having a beer garden. Don Kemper asked about the financial figures involved with the conference.

10:45 a.m.-Christine Waldo-Klinger and Jonathan Nedbor conducted a walking tour of the campus. The group then went for lunch at Hasbrouck Hall, one of the dining venues selected for the conference.

1:30 p.m. The meeting resumed

Maegan Crowley and Rob Edwards were in attendance.

Additional members from the Northeast Blacksmiths Association in attendance were Ian Rose, Tom Ryan, Fletcher Coddington and Ryan Blessey.

The afternoon session began with a presentation from members of the Northeast Blacksmiths Association. Jonathan Nedbor began with a general description of the area and distributed brochures from the New Paltz Chamber of Commerce. Ian Rose and Jonathan Nedbor presented a Power Point presentation concerning the theme, logo and logistics for the New Paltz site. Tom Ryan discussed the demonstrator list.

The board asks questions concerning the demonstrators and the best way to proceed. Jonathan Nedbor discussed the idea of the teaching station. The group also discussed special events and ways to bring in new people to the conference, especially the auction.

Fred Morse presented a Power Point presentation on Microsoft Manager Professional 2003. He answered questions about the program and the board discussed costs, hosting on a server and other technical issues. Ian Rose fielded technical questions about the project.

April Franklin and Eric Ryser presented a Power Point presentation based on their visit to SUNY Plattsburgh. The board and members of the NBA asked questions concerning logistics, the campus site and distance from New Paltz.

Don Kemper discussed the financial implications of both venues and presented figures to the board and the NBA for review. Fred Morse brought up the idea that ABANA needed to perhaps come up with a new model to develop new revenue streams for conferences. Clare Yellin mentioned that the auction needed to bring in more money. Fletcher Coddington brought up the idea that ABANA should open up the conference to people who are not members. Don Kemper mentioned the idea that risk is inherent in conference planning and needed to be kept in perspective. Ryan Blessey felt that New Paltz would pull in a good number of people due to the population density.

The Board wished to thank the NBA for all of their hard work and organization.

The meeting adjourned at 7:05

Saturday, November 11, 2006

The meeting was called to order at 8:47 a.m. by President Clare Yellin and the roll was taken. Those in attendance were

Maegan Crowley	Murray Lowe	James Viste
Bob Jacoby	Dave Mudge	Chris Winterstein
Don Kemper	Eric Ryser	Will Hightower
Erik Lander	Dorothy Stiegler	Clare Yellin

Other persons in attendance were Rob Edwards, Editor of *The Anvil's Ring*, LeeAnn Mitchell, ABANA Central Office Executive Director and April Franklin, ABANA Conference Coordinator & Registrar.

Distribution of the 2007 Division / Committee Assignments

Clare Yellin distributed the new committee list. She and LeeAnn Mitchell will send the updated list via email to all board members.

Financial Accounting Review

Dorothy Stiegler indicated that this would be a tight financial year but one that could be managed with due diligence. Erik Lander questioned the status of the 2006 conference finances. Don Kemper indicated that he felt comfortable with the 2006 conference finances with regard to the general budget. Clare Yellin distributed the *Income & Expenses Budget* overview as prepared by Will Hightower. Will gave a brief overview of the estimated budget. Bob Jacoby requested that Will go over the budget by line item, then they should move into the actual budget and balance the budget. The board discussed figures in relation to the budget including publications, central office and conference activities.

Publications Contract

Rob Edwards and Maegan Crowley presented the budget from Sebastian Publications. Maegan began by reading a letter from Brian Gilbert who was not in attendance at the meeting for fiscal reasons. Rob Edwards reviewed different options for the publications and ways to reduce costs. Rob also discussed ways to increase revenue streams. He discussed raising the advertising rates and developing a new advertising base. He also wished to increase the ads in the magazine from thirty percent to thirty two percent.

2007 Budget

Bob Jacoby began working on the budget with publications as the first line item.

Tim Neu of the NBA made a brief presentation to the ABANA Board regarding the state of the 2008 Conference and the relationship with SUNY New Paltz.

MOTION 8: Eric Ryser made a motion that the Board move into executive session. Don Kemper seconded the motion. PASSED. The board went into executive session at 12:15 p.m.

MOTION 9: Will Hightower made a motion to move out of executive session. Dorothy Stiegler seconded the motion. PASSED. The board moved out of executive session at 1:30 p.m.

There was a short lunch break, the meeting resumed at 2:00 p.m.

MOTION 10: Dorothy Stiegler made a motion to accept the 2007 ABANA budget. Dave Mudge seconded the motion. PASSED.

MOTION 11: Maegan Crowley made a motion to accept the 2007 contract to provide services as amended, submitted by Rob Edwards and Sebastian Publishing (for four years). Dave Mudge seconded the motion. PASSED.

MOTION 12: Will Hightower made a motion to accept the web based ABANA Marketplace, as amended, with clarifications (for three years) as noted on the blackboard. Dorothy Stiegler seconded the motion. PASSED.

2008 ABANA Conference

The ABANA board and staff had an open discussion concerning the 2008 ABANA Conference.

MOTION 13: Don Kemper made a motion that the 2008 Conference Committee, the Northeast Blacksmiths Association and the ABANA Conference Coordinator pursue a conference package in the New Paltz area with a goal of a registration fee not to exceed \$600. This fee would include meals and housing and would be based on an attendance figure of 650 people. The deadline to report to the board will be December 31, 2006. Maegan Crowley seconded the motion. PASSED.

MOTION 14: Don Kemper made a motion that a special committee be formed to work with the existing ABANA Conference Coordinator to write an empowered conference coordinator position job description. Will Hightower seconded the motion. PASSED.

MOTION 15: Don Kemper made a motion to accept the offer from LeeAnn Mitchell Arts, Inc. to continue the ABANA Central Office services through February 28, 2007. Dave Mudge seconded the motion. PASSED.

MOTION 16: Chris Winterstein made a motion that any conference related contract or obligation undertaken on behalf of ABANA shall be reviewed and approved by a majority of the Executive Committee, Conference Coordinator and the 2008 Conference Committee. Seconded by Meagan Crowley. Discussion. Don Kemper moved to amend the motion to read the Conference Committee appointed by the ABANA Board. Dorothy Stiegler seconded the amendment. Bob Jacoby made a motion to table the amendment. Erik Lander seconded the motion to table. TABLED.

The ABANA Board reviewed selected positions and a flow chart that will enable the ABANA Board to produce the 2008 Conference.

MOTION 17: Don Kemper made a motion to accept the monetary contract approval for the 2008 ABANA Conference as follows. Up to \$1,000 could be approved by the ABANA Conference Coordinator, amounts between \$1,001 and \$9,999 could be approved by the ABANA Conference Coordinator and the 2008 ABANA Board Conference Committee Chair. Amounts of \$10,000 and above must be approved by the ABANA President, 2008 ABANA Board Conference Committee Chair and ABANA Conference Coordinator. Additionally volunteers will be compensated at an equivalent rate of \$10 per volunteer hour. Dorothy Stiegler seconded the motion. PASSED.

MOTION 18: Dave Mudge made a motion to adjourn the meeting. Dorothy Stiegler seconded the motion. PASSED. The meeting adjourned at 5:21 p.m.