1. **Call to order:** President Leigh Morrell called the meeting to order at 8:02 pm EST  
   
   Others in attendance: Mark Kochan, Andy Quittner

2. **Secretary’s report:**  
   The minutes were sent previously for Board review.  
   Approval of the minutes of February 5, 2020 and February 19, 2020:  
   **In a motion** by Tom Owens, seconded by Scott Kretschmer it was voted to approve the meeting minutes of February 5, 2020 and February 19, 2020 as submitted. Vote unanimous

   At this time President Morrell moved to item 5.

5. **Seating of New board members:**  
   Leigh congratulated the newly elected board members, Annie Arthur, Jerry Boyd, John Dittmeier and welcomed them to the board. He encouraged them to chose committees that they would be interested in serving on.

3. **Treasurer’s report:**  
   Treasurer’s report was sent prior to the meeting.  
   Tom briefly reviewed, Balance sheet 2-29-2020, P&L for 2-29-2020, Statement of Revenue and Expense Budget vs. Actual-Tax Basis For the two Month Period Ended February 29th, 2020 and the 2020 Conference Budget vs Actual.  
   Tom is looking into having all Central Office files being backed up off site. He also mentioned that he and Bob Valentine will be looking into modifying ABANA’s chart of accounts to simplify the accounting and make it more transparent.  
   **In a motion** by, Scott Kretschmer seconded by Jim Archambault it was voted to receive the treasurer’s report. Vote unanimous

4. **Matters arising out of the minutes:**  
   Proposed member dues increase, Linda Tanner  
   The proposed dues structure was sent previously to board member for their review and consideration.
Linda spoke about the Membership Services Committee having met and taken into account previous comments from board members but felt it would like to keep the proposal as submitted. It was clarified that an Exec Business membership would receive 2 free Conference passes (one regular and one spouse).

**In a motion** made by Linda Tanner seconded by Victor Plitt it was voted to approve the proposed dues changes effective August 1, 2020 and to publish the changes in the Anvil’s Ring and Hammers Blow before they become effective. Vote unanimous

Johnstown, hiring executive director, budget for Johnstown, Ray Grosshans

Ray reported that he has had further conversation with John Dubnansky, (Economic Development Director, City of Johnstown, PA) John is now the lead person to facilitate ABANA having an office at the Train Station. He informed Ray that he has already contacted contractors in order to get proposals for renovations to the office space and hopes to have things complete by the end of April.

**In a motion** made by Tom Owens seconded by Jim Archambault, it was voted to proceed with a request for qualifications for an Executive Director and once an individual has been identified to hire an Executive Director.

Discussion; Members discussed the timing of hiring an ED and who would interview prospective candidates. Leigh felt the Chair of the Johnstown Implementation Committee and the Executive committee would interview candidates. Also discussed was the job description, Laura will forward some suggestions to Ray.

Vote unanimous

Budget for Johnstown

Bob presented a draft budget for Johnstown which included estimated operating expenses and capital dollars for the purchase of office equipment and sign as well as hiring an ED.

In a motion made by Tom Owens seconded by Jim Archambault it was voted to approve the budget for Johnstown in amount not to exceed $113,000. Vote unanimous

6. President’s report:

Leigh informed board members that an individual had purchased a membership and then proceeded to use his membership to market to ABANA members. Because the existence of a membership list is to allow members to contact one another and not to market to them, Leigh instructed the Central Office to refund the persons membership dues and to send out an apology to the membership for having been solicited to.

Linda Tanner had questioned whether a board member could receive a stipend for demonstrating at the conference given the Bylaws, particularly sections 4.21 and 8.12. Leigh asked for and received a legal option from ABANA counsel, Andy Quittner. In it, Andy wrote: “I have been asked for an opinion as to whether or not there is a conflict of interest for a board member to receive a stipend as a demonstrator at the upcoming (or, for that matter, any) ABANA conference given that the stipend would be identical to stipends received by every other demonstrator. The short answer is no conflict of interest exists. Further, under these circumstances any appearance of impropriety is minimal and should not affect whether or not such a stipend is proper.” He then proceeded to explain in detail his opinion.
7. Committee reports:

Awards: Scott Kretschmer

Humble Award:

Scott mentioned the Joe Humble award is now made and ready for presentation at the conference.

Affiliates:

Leigh asked board members to consider serving on the affiliates committee and possibly become its chair.

By-Laws & PPM: Bob Valentine

Nothing to report at this time.

Competition: John Williams

John will be leaving Friday to go to the Austin Forging Competition where he hopes to gain more insight into creating a forging competition for ABANA.

Communications:

Nothing to report at this time.

Education Outreach & Professional Development: Co-Chairs Jim Archambault, Doug Eichert

Nothing to report at this time.

Elections: Co-Chairs Doug Eichert, John Williams

Voting for vacancies on the board concluded on February 29th there were 444 votes cast.

The final results were; Jerry Boyd 275, Annie Arthur 304, Angelo Brusatory 251, John Dittmeier 271, James Garvey 173

Elected to the board for the balance of a term ending June 2020 were Annie Arthur and Jerry Boyd.
Elected to the board for the balance of a term ending June 2021 was John Dittmeier

Finance: Bob Valentine

The finance committee meet for the purpose of discussing proposed budget for Johnstown and funding for that budget. Reported previously under matters arising out of the minutes.

Taxes are being prepared by our accountants King & King. Chart of accounts will be reviewed to see if changes might help to better account for ABANA business. One suggested change made by Chris King; book advertising in our publications and conference as sponsors, eliminating the need to pay taxes on the revenue. Also being considered, separate from the operating accounts conference revenue and expense in order to better identify current and past conference dollars.

Sales tax exemption applied for and receive for the State of NY. This will allow us to purchase goods in NY without having to pay sales tax. We will also be applying for a refund of sales tax previously paid.

Grants: Scott Kretschmer

Nothing to report at this time.
History and Archives: John Dittmeier

The committee has composed a scope of work that it will forwarded to the board. It has also created a temporary repository of digital files and photos in the cloud using Groups IO which John will make accessible to board members. Clair Guy, off board member, will upload the Blacksmiths Archives Project including Alex Bealer’s papers. Peter Renzetti, off board member, will upload information on the Patient Order of Meticulous Metalsmiths, POMM.

Membership services: Linda Tanner

Total current membership 3447

Discussed was various ways we can reach out to expired members and entice them to become members again. Ray has created a value statement for board members to use when contacting people which he will share with board members. Leigh would like board members to contact recently expired members to see if we can get them to re-new. Leigh has had several successes getting people to re-new and believes we can do a better job in keeping members. Also discussed was an option for members to automatically renew their membership, if they chose.

Publications: Victor Plitt

Latest issue of the Anvil’s Ring is in the mail. Victor has reach out to Bruce Jerrell, previous chair, to get up to speed on publications. Mark Kochan would like to get feedback from board members concerning the content in the AR

Sales: Victor Plitt

Victor is working on getting an URL for the Shopify account. He also will be meeting with Bob Valentine, chair finance committee, to discuss setting up the Shopify account.

Strategic planning: Co-Chairs Linda Tanner, Tom Owens

Work continues on planning for the 2022 conference in Texas. Dan Richman from Texas is working along in the planning process. More information will be available at the next meeting.

Technology: John Williams

Nothing to report at this time.

2020 Conference: Bob Valentine

As of the morning of 3-1-2020 (total primary registrations 249) (total spouse/ children 140) Total sales including advertising $104,316

Work continues on board members helping with various jobs at the conference.

Committee met to discuss the potential the coronavirus, COVID-19, and what effect it could have on the conference and the number of attendees. Discussed by the committee was a refund policy specific to this issue. A draft policy was sent to board members prior to the meeting for their review. Leigh read the policy as proposed.

In a motion made by Tom Owns seconded by Jim Archambault it was voted to approve the draft policy concerning the coronavirus COVID-19 and the refund policy. Vote unanimous
Discussed was inviting Mark Kochan, AR editor, and Andy Quittner, ABANA counsel, to the conference and having ABANA pay their travel and accommodations. It was felt that having Mark attend was important for his work as editor of AR. Andy has been very helpful as counsel. All of his work has been pro bono.

In a motion by Bob Valentine seconded by Tom Owens it was voted to invite both Mark Kochan and Andy Quittner to the 2020 conference and to pay their expenses. Vote unanimous.

Exhibition: Laura Armstrong

#150mmchallenge exhibit: The remaining availability is from late-August 2020 to mid-March 2021, to be assigned on a first-come, first-serve basis. Leads for venues, particularly in the western portion of the United States, would be greatly appreciated if forwarded to Laura. Venues continue to be solicited, and all leads are followed up on.

Reality check for placing an exhibit on such a short time frame: The primary feedback I’m receiving is that venues are already booked a year or more in advance. That being said, I remain optimistic that a few nimble venues can seize this rare opportunity to exhibit the #150mmchallenge during its U.S.-based tour. For example, art-based or sculpture-focused universities and programs fit this description.

The contract w/ exhibition specs were finalized and signed by both ABANA and Hereford College of Arts on 02-14-20. A contract was signed by Leigh Morrell on behalf of ABANA on 02-12-20 for exhibition at the Appalachian Center for Craft.

8. Old business:
   None

9. New business:
   None

10. Adjournment:
    In a motion made by Scott Kretscher seconded by Tom Owens it was vote to adjourn at 10:19 EST. Vote unanimous.

Respectfully submitted,

Bob Valentine, Secretary