

**ABANA**  
**Board of Directors Meeting**  
Date 7/7/2021

**1. Call to order: 8:01 PM ET** President Leigh Morrell

Roll call: Laura Armstrong, John Dittmeier, Doug Eichert, Pete Engelbert, Janie Grela, Scott Kretschmer, Leigh Morrell, Tom Owens, Victor Plitt, Josh Reynolds, Chris Rowan, Stuart Shirley, Linda Tanner, Bob Valentine

Others in attendance: Frank Annighofer, Eve Oswald, Mark Kochan, Andy Quitner

**2. Secretary's report:**

The minutes were sent previously for Board review.

Bob moved for approval with a second from Pete, the motion carries unanimously.

**1. Matters arising out of the minutes:**

- 1.1. Christmas tree ornament contest has been ended due to lack of submissions.
- 1.2. Equipment trailer acquired by Dale Martin has been registered.
- 1.3. Touchmark initiative is taking off quite rapidly. Ready for a second round of advertisement.
- 1.4. Turley Forge equipment: Junita Turley is waiting for input from legal council prior to agreeing to a sale.

**2. Treasurer's report:**

- 2.1. Treasures report sent previously for Board review.

Laura Armstrong moved for accepting the Treasurer's report with second from Victor Plitt, the motion carries unanimously.

**3. Executive Director's report:**

- 3.1. Call for a sign design for the Johnstown Home office to be announced shortly.
- 3.2. Janie can be contacted with requests for ABANA care package.
- 3.3. Planning continues for Iron to Art.

**Report to Executive Board- July 2021**

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### **Johnstown Site Update**

Site improvements have taken place with window glass replaced by JAHA. The county and city offices are collaborating on submitting a Rural Innovation Stronger Economy (RISE) program grant for federal funds to improve the site as a transportation hub in the county. The application is due August 2, 2021 and awards should be announced in the fall. The maximum award is \$2 million. This award would make significant improvements to the site and would take place over 2 years.

A call, to members, for proposals on creating signage for the building has been drafted (see attached) and plans to announce the opportunity soon are in the works. ABANA received a grant to help pay for the materials and creation of this signage.

### **Iron to Art Festival**

The planning committee is meeting the week of July 12<sup>th</sup> to plan essential timeline tasks. The city and JAHA are clarifying ordinance and vendor requirements and licensing for the festival. Sponsor packages and food and craft vendor prices are listed on the web site. We are under 80 attendee registrants to date. Janie is also working on securing a liquor license for ABANA, so that the organization can make all profits from the bar. This is a big revenue boost. Janie will update as the possibility proceeds. A quote for the festival's event insurance is nearing completion. Victor Plitt has been to Johnstown to help with festival logistics. Pets are permitted on the festival grounds, but JAHA requires a signed waiver for pets.

### **Voting and Ballots**

Total received thus far 12 mailed, one texted, 126 electronic. Voting closes at the end of the month.

### **Grants and Opportunities**

Follow up on pending opportunities:

A proposal to the Community Foundation for the Alleghenies' Initiatives Fund Grants category for \$12,000. Awards should be announced in August.

The application submitted to the National Endowment for the Humanities is still pending. The proposal is to support planning of programming and educational exhibition components for general public on humanities. The request was for \$40,000. And should be announced in August.

The matching grant request for \$5,000. National Railway Historical Society awards will now be announced at the 2021 National Convention will be held from August 23 - 28.

### **Partnerships and Promotion**

The Thunder in the Valley event was held with a blacksmithing demonstration and advertising promoting the Iron to Art Festival in the event brochure. Janie also represented ABANA at the Compass Inn, PA Blacksmithing event and the Big Butler Fair Blacksmith Gatherings last month and last weekend.

A new partnership between local arts organization: The Bottle Works Ethnic Arts Center and the Creators' Square are beginning. One option may be to partner on the opening of a small metals studio. Bottle Works has the equipment and Creator's Square has the expertise, ABANA brings the option to members. One collaboration between Art house 6 and Creators' Square where members can bid on the 'Art of the Rails' signage project. Details are attached and can be discussed.

## **Sales**

IT submitted a monthly sales report and inventory. More discussion on the need for a Point of Sales System has been had with the Finance Committee. The decision is still ongoing. Janie gathered quotes and examples on apparel and merchandise including Iron to Art Festival items and submitted to the sales

team. Plans to augment online sales continue as the website will evolve. The website design and systems are being reviewed with hopes to change and improve what ABANA offers in communications and value-added experience for members, site visitors and shoppers.

## **Membership Development**

Total: 3157 (3106 in members and 51 in digital), new members for June is 32

Make sure to bring ABANA info when you travel to gatherings! The Executive Director continues to handle membership responsibilities and process memberships. An idea to have a 'membership card' with membership number on the Anvil's Ring carrier sheet is being considered. It is the fastest, easiest, most cost effective way to deliver a card on an item we pay to print and ship already. Discussions with the AR Editor and Sundance Press are ongoing to make sure it is feasible.

If you need an ABANA 'Care Package' when you attend events- please contact Janie.

## **Education**

The Executive Director worked work with members of the Education Committee to finalize budget projections and a flier to send to schools and affiliates to gain partners when the NC curriculum can be presented.

## **Publications**

Janie continues to manage the responsibilities of advertising, invoicing, and mailing of the two publications. The HB will be mailed in a bag from now on as the complaints of damaged editions and the cost of mailing replacements, along with member satisfaction has been a concern. Cost is \$510 per quarter/ edition.

## **Payments / Vendors**

The Executive Director and bookkeeper continue to update accounts, submit payment vouchers, and make payments in accordance to the approved budget and in planning with the Treasurer and Bookkeeper. The bookkeeper has worked to updates financial reports and submit payments to vendors as approved.

## **Ornament Contest**

Due to only 4 entries, the contest was closed and registration fees were refunded. Janie contact each registrant to explain.

## **Touch Mark Registry**

Many more entries were received. I am talking with Frank on the best way to organize the information as some submissions are not from members. Please remember to send your touchmark and the touchmarks that you might have from others. I hope to have submissions form the 'touchmark garden'.

#### **4. President's report:**

4.1. **Need to appoint** a new member to serve on the board till November of 2022.

#### **7. Committee reports:**

**Awards:** Chair, Scott Kretschmer

A froe has been acquired for the Bealer award, to be awarded at Iron to Art Festival.

**Affiliates:** Chair, Chris Rowan reports:

**By-Laws & PPM:** Chair, Bob Valentine

**Competition:** Chair, John Williams

**Communications & Technology:** Chair, Laura Armstrong

**Conference committee:**

Conference committee requested an attendee from the Communication and Technology committee to attend and coordinate advertising for the Iron to Art Festival.

**Education Outreach:** Co-Chairs, John Williams, Doug Eichert

The President asks that we solicit finished panels from the instructors in training at the Iron to Art Festival.

**Elections:** Chair, John Williams

**Exhibition:** Chair, Laura Armstrong

150mmChallenge Exhibit to have a reception during the Iron to Art Festival, timing to be coordinated with festival events.

**Finance:** Chair Bob Valentine

A six month review of budget vs actuals was presented by the Finance committee.

Additionally a reminder to the board to please follow the purchase policy with the use a of a purchase voucher. Over \$1000 requires a purchase order, Bob Valentine and Tomas Ownes can answer questions, Bob will follow up with another email to the board with all applicable purchase policy.

**Grants:** Chair, Scott Kretschmer

**History and Archives:** Chair, John Dittmeier

**Membership Services:** Chair, Linda Tanner

Membership services to discuss member drive in committee.

**Publications:** Chair, Victor Plitt

Hammers Blow is behind publication, next issue to be distributed in polybag to limit damage in mailing.

**Sales:** Chair, Victor Plitt, Co-Chair Linda Tanner

**Strategic Planning:** Co-Chairs, Linda Tanner, Tom Owens

**8. Old business:**

**9. New business:**

Use of restricted endowment fund balances. Two endowment accounts exist, Whitaker fund restricted for education, and a ABANA trust that is unrestricted. Bob Valentine proposed a motion that the earnings from the endowment account be from this date forward permanently restricted to education purposes, Scott Kretschmer seconded the motion. Unanimously approved

Iron to Art Festival booklet is in the works between Mark Kochan and Janie Grela about ABANA and Johnstown.

**10. Adjournment:**

Motion from Bob to adjourn, Second from Scott K. Unanimous approval 10:07pm Eastern.