

**Minutes of the Committee Meeting of the National Association of Woodworkers NZ Inc
Held by way of Teleconference Call on Sunday 20th January 2019 at 7:00pm.**

Present. Geoff Addison, Helen Walker, Margaret Dekker, Peter Clemett, Peter Macrae, Dick Veitch, Tref Roberts.

Apologies. Nil.

Minutes.

The Minutes of the Committee Meeting held on Sunday 18th October 2018 by teleconference, and circulated to Committee Members, were taken as a true and correct record of the meeting.

Moved. Margaret Dekker/Dick Veitch **Carried.**

Matters arising from the Minutes.

Geoff queried where we were at with the Kawerau Letter. Helen commented that she had received Geoff's draft, and is in the final stages of editing it now, ready to send out.

Geoff queried where the survey for the Youth Policy was at. Helen has written a letter to go out to all clubs regarding what their policies are. She will send this to Geoff to look over and then send it out this week.

Geoff queried whether Tref had send a positive letter out to all members, as recorded he would do in the last minutes. Tref advised that he sent this out as part of the first NAW Now.

Geoff reported back about the discussion we had previously had around compulsory membership. While Geoff was at collab in the Hawke's Bay, Mark von D gave him a document to read which was going into the Hawke's Bay club newsletter. The Hawke's Bay club were looking at making membership to the Hawke's Bay and NAW a "one-hit-wonder". Mark has pointed out that it's illegal to do make membership to the NAW compulsory. There's been a previous court case where a member took a club to court, as he wanted to be a member of the club but not of the national body, and he won. Geoff just wanted to make the committee aware of that. He will circulate a copy of the article by email, provided he can get hold of it.

Technical Advisor – Geoff has been in contact with Rolly Munro and he is happy to remain in the technical advisor role for Creative Wood. Terry Scott, Geoff Addison and Mike Walker are also happy to be in a supportive role.

Article on the Kauri up North – Geoff has asked his contact at MPI to write the article about this issue for Creative Wood, but he is yet to hear back from him. He hopes to get it in the next issue of Creative Wood, if not this coming issue.

Geoff queried whether we had received an acknowledgement letter from Kawerau yet for the donation we made. Helen and Margaret advised that we hadn't received any acknowledgement for our donation.

Helen queried whether Tref had received the new shirts. Tref confirmed that he had, and would dispatch them to Margaret shortly.

Helen queried if there was anyone else to add to the NAW demonstrators list, and advised that she had contacted Gordon Pembridge but had yet to receive the information for the website profile. No one else had anyone to add.

Helen asked Peter if he had made any progress with getting an electronic CSC card – no progress has been made.

Financial update.

Margaret presented the accounts as outlined in the Financial Report 11 October 2018 to 18 January 2019.

Margaret advised that all details were in the report. A lot of money has been going out, but hopefully all the subs will start to come in. All the advertisers for Creative Wood are paid up, bar one invoice that is currently outstanding. \$605 received for the polo shirts to date, so we are now in the black.

Motion: That the Financial Report, as presented, will be accepted as a true and accurate record.

Moved. Margaret Dekker/Helen Walker Carried.

Membership.

Peter reported that we currently have 615 members.

Peter has received the quote from CSC for printing the membership cards this year. He is now just waiting for the SGM to know what to set the renewal subscription rates at.

Peter reported that people have started to send in their renewal subscriptions already, even though membership invoices have yet to go out. Peter has requested guidance around how to handle this, especially in light of the fact that we hope to increase subscription rates this year. To date, 8 renewals have been processed and receipted in December. Geoff asked

Peter what is easiest for him – to process the earlier membership payments as they come in (and honour the current \$45 membership levy), or to hold them over until after the SGM sets the membership rates. Peter is happy to hold off processing the rest of the payments/receipting them until early February. The committee agreed that for those members who have renewed early we will honour the \$45 membership levy that's been paid, but advise those people that the membership rate has now increased (assuming the increase goes through following the SGM) when Peter sends out their receipts.

The Thames-Hauraki Woodcraft Guild have closed and subsequently resigned from the NAW.

Correspondence: Inwards, Outwards.

Inwards

Geoff received a letter to the President from a Year 13 highschool student in Nelson, requesting if we know anyone who can make spectacle arms. It appears to be a part of a project where he has to get a business off the ground. Geoff replied giving two suggestions of how he might proceed. 1. Go to a fancy jointer who can cut them out with a specialised router. 2. Cut them out by hand with a scrollsaw. He advised that he knew of no-one who does them, so couldn't provide much more help than that. Peter said there is a crowd on the west coast who makes small scale computer-controlled router machines (with attachments for laser cutting and engraving) for hobby-woodworkers. He said by accounts they appear to be reasonably well priced. Geoff has received an email of thanks from the student. If he requires any other help he will pass him onto Peter for more information around the router.

Geoff received an email regarding H&S from Simon Peacey, Secretary of the Northland Woodturners and Woodworkers club.

Helen received a phone call from Colin Parkinson requesting inclusion on the Demonstrators List, and also indicating his interest in standing for election as a committee member for 2019-2020.

Helen received information back from Geoff Addison, Dick Veitch, Terry Scott, and Michael Walker confirming their interest to be listed as demonstrators.

Helen received an email from the Thames-Hauraki Woodcraft Guild, advised that they have closed and subsequently tendering their resignation from the NAW.

Outwards

Geoff replied to the email regarding H&S from Simon Peacey, Secretary of the Northland Woodturners and Woodworkers club.

Helen sent a letter to Colin Parkinson to get him to fill out a formal request to be on the NAW Demonstrators List.

Helen to send out a letter to Colin Parkinson regarding the process of standing for election, including a copy of the nomination form once it is available.

Helen to send out a letter to all clubs requesting a copy of their youth policies to help the NAW committee formulate guidelines and recommendations around youth membership.

Motion: That inward correspondence be accepted and outward approved.

Moved. Geoff Addison/Tref Roberts Carried.

General Business.

a. Subscription Levy for 2019 (assuming Constitution changes at SGM).

At the SGM on February 12th we will consider the constitutional changes; then, after the SGM, vote as an Executive committee on the subscription levy policy, meaning it will be effective immediately:

Increase the subscriptions to \$55, reduced to \$50 if you are also a member of an affiliated club.

Increase the club fee to a minimum fee of \$75 or \$11 per non-NAW member, with no fee payable for NAW-affiliated members.

Peter Macrae pointed out that no decision was issued on joint membership and overseas levies. Helen noted that Tref also raised this by email after our last meeting, but no further discussion was had.

Tref suggested that joint memberships could be made the same cost as a standard membership, with only one magazine being issued (as joint memberships are likely to be low at any rate). Geoff advised that only one magazine is sent out already – and this is why the second membership is reduced. Peter will check and advise how many joint memberships there currently are.

There was discussion around whether these two membership levies should stay the same or be raised. It was agreed that, to be fair, membership levies should raise across the board.

Peter Macrae moved that the joint membership levy and overseas membership levies are increased by \$5. Joint membership: \$75 to \$80 for non-club affiliated; \$70 to \$75 for club-affiliated members. Overseas membership: \$75 to \$80. Seconded Peter Clemett. All agreed.

Peter queried who will send out a letter advising our members of the change. It was agreed that Peter will send the letter to all membership lists, and Helen will send this to all club contacts. Everything will be set up ready to go on February 13th.

Letter to membership: We have increased the subscription and changed the way that clubs are paying us for their non-NAW members. Helen to liaise with Peter to write a letter, so it is ready to go as soon as the SGM constitutional changes are passed. Tref requested that the letter to the clubs emphasises that the cost to most clubs will be similar, and that the change is to encourage clubs to encourage their members to also become members of the NAW – which is beneficial to the clubs as they can reduce their NAW levies.

b. Neil Turner Tour

Dick has distributed all information to the committee regarding the tour.

Tref queried the sponsorship from Terry Scott, as to whether or not it was one prize or being split into several prizes. Dick responded that it had been considered and decided that there will be only one prize which is currently open to all who attend, provided that they fill in the entry paper for the prize draw. Tref queried whether the prize draw might be open only to NAW members. Geoff feels that this should be open to everybody, but that this decision is ultimately Terry's, as he is the one who has put the prize money forward. Dick will go back to Terry and discuss the sponsorship prize further as to how it is awarded.

Peter Clemett commented that the weekend 6th-7th April, is the Dunedin Club's Waioira Turn Inn, which might clash with Neil Turner visiting the South Island. He expressed a concern that this clash might compromise the ability to organise any events and attendance, and wondered if there might be any ability to swap the North and South Island dates around. Dick advised that this isn't a possibility as the air tickets have already been booked, but that he doesn't see any issues as Neil should already be on his way to the North Island.

Neil Turner arrives 1st April in Christchurch, and is leaving from Auckland on the 17th April. Tour dates within the country are yet to be determined. Dick has sent a questionnaire to clubs enquiring whether they wish to host Neil or not. Once Dick receives replies from the club, he will then liaise as necessary to work out where Neil is going.

c. NAW Now

Tref queried if the committee were happy with the format so far and the information included on it? Everyone were positive in their feedback.

Tref needs information on upcoming events in the different areas, including club events. Can all committee members send details on events/awards/etc, including photos to help him fill the newsletter out.

Tref could include a small mention each newsletter requesting information to be included, including a request for articles for Creative Wood.

Dick – queried if Tref is getting all the different club newsletters. If not, has Tref located and phoned the Editor of each newsletter to get on their mailing list. Tref acknowledged that this was a good point, and agreed to work his way through the club contacts to work towards this. Helen to send Tref a list of the newsletters she currently gets. Tref to share email addresses with Helen once he has compiled a list.

d. SGM

SGM – Tuesday 12th February 2019 at 7.00pm at the Northshore Woodturners Guild.

All sorted with club President. Club Secretary (NAW member) to take the minutes and send to Helen and Geoff.

Dick asked that Tref advertises what demonstration is on that night so it is attractive to others to attend. Tref to include the SGM dates in the NAW Now to make sure it is circulated to all members.

Tref will send details to the committee, prior to circulation, to be approved.

e. Obituaries list – how often we publish.

Geoff - this has come up as a club has requested an obituary for one of their members who was a stalwart of their club. The issue is that some of these people are well-known within their own club (including life members), but completely unknown outside of it. Therefore we need to draw a line in the sand somewhere.

Tref would prefer to see a club submitted an article on the “life and times of.....”, rather than place it in Creative Wood as an obituary.

Helen – do we need to publish our Lathed to Rest column in Creative Wood more often. The people who we might consider “unknown” outside of their own clubs, may be more well known in the national woodturning community than we actually realise.

Dick suggested that we have a “Lathed to Rest” every edition of Creative Wood, and place a word limit on any additional obituary notices that clubs may wish to include. Clubs can then include a notice at any time they like.

Tref feels that if people are moved enough to write a few words, then we should allow them the space to do so.

Lathed to Rest – Persons name, affiliated club and month of passing.

We need a standard policy on what we do/don't accept. Basically, we require similar conditions to be met, as to what is accepted for a life membership:

- The person has to be a significant member of NAW for a period of time.
- The person has to be significant in their own club.
- Word limit to what is accepted for publication in Creative Wood.

Geoff to include a small notice in his President's Report and produce a set of guidelines around what he thinks we should accept for publication, that can be passed around the committee for consideration.

All agree that, going forward, we will have a “Lathed to Rest” in each edition of Creative Wood. Clubs can choose to publish obituaries either during the year, or just in the Christmas issue.

f. NAW demonstrators list update

Helen is still following up Gordon Pembridge to get his details for the NAW list.

Application from Colin Parkinson. Geoff and Dick spoke to his turning skills: “rough diamond, but his woodturning is up there”. **All in the committee were in agreement that Colin Parkinson should be added to the NAW List of Demonstrators.**

g. Other items of General business

Margaret – Jim Reilly. The Tauranga club has been informed that Jim Reilly is very unwell and in hospital. He is not expected to improve. Helen to warn Pam not to hassle Jim Reilly for an article for this issue of Creative Wood.

Geoff – use of the NAW database. There was quite some criticism on Geoff's approval to use the database for support of the Manawatu. Geoff felt strongly that we needed to support the Manawatu Club. Talking to Mark von D., it appears that what we did was quite legal. On that basis, Geoff is happy to use the database for that purpose again in the future, provided it is for a special event rather than run-of-the-mill events. Tref's concern was that if

we start sending out lots of emails like that, that people may be quite anti about it, and want to be removed from the mailing list. If this happened, we might be restricted in who we could send emails out to, which would be of concern if we had issues of importance to contact our members about. Geoff thinks this is fair enough. He acknowledges that this was a “one-off” type of event, and that he was caught unawares and just made the best decision he could at the time. Dick suggests that as long as clubs plan ahead, information like that could, in future, go out in NAW Now rather than as a general mailout – where information is out within the month. Going forward most cases can go in NAW NOW, but if there is a time pressure then we can make a case by case assessment, base on it’s merits, and use the database appropriately.

Peter Clemett – AGM in July. Booked in at Christchurch on Saturday 6th July. Full day as per previous AGM’s: 9am start; AGM at 1pm; 2 demos in morning; 1 demo in the afternoon; pack up and go home.

Geoff – everyone needs to make bookings ASAP as the price is horrendously expensive (school holidays). Geoff wants everyone to get down as cheap as you can, and don’t feel you have to go if you don’t want to. In attendance: Geoff & Mary (final AGM), Helen and Mike (demonstration), Dick & Peter Clemett; **3 billets required**. We will have a quick committee meeting at Peter Clemett’s on the morning of the 7th July.

Margaret queried if she needs to be at the AGM in Christchurch. Geoff is happy if she isn’t there, as her only role is to present the accounts. Helen can summarise the accounts on Margaret’s behalf if the reports are done. However, if anybody drops out, Margaret is happy to go.

Peter Macrae is unable to attend the AGM due to a significant birthday event. Tref is unable to attend as he is overseas.

Dick will be driving down (last week of June – first week of July 8th, as he leaves for America on the 10th).

Get your nominations into Helen for your positions – everyone but Helen needs to fill out a nomination form this time around.

Tref made comment that he is always away in July (this year away 24th June to 23rd September), which is going to be an issue going forward for AGM’s as he will not be able to be in attendance. The Financial year ends March 31st, and the AGM has to be before the end of July. If the books are balanced quickly then the AGM can be any date after March 31st, so theoretically could be held in June. Margaret thinks this is possible, so we will consider this for next year (2020).

We need to find a new Vice President. At the AGM this year, Geoff will have to continue in the chair in Tref's absence unless we vote in a new Vice President. Officially Geoff shouldn't be at the committee meeting the following day (7th July), but he will carry on for continuity.

Outline for AGM:

AGM costs NAW nothing.

Club raffle to cover expenses.

Keep lunch simple and cheap.

Demonstrators – Mike Walker, Geoff Addison, Peter Clemett.

Geoff is away overseas all of April and most of May. He will be around for both issues of Creative Wood. Geoff will sort dates with Pam.

Peter – 25th May, Fun Day in Oamaru. Have they yet applied for a grant? Helen and Margaret confirmed that they have not.

A general discussion was held around conditions for grant money. Peter is happy to draft a proposal for that, which can be followed up with an email conversation. Peter will consider the email from Dick regarding the Manawatu Open Day and promotion of the NAW, as a basis of the format. He will create a brief policy statement for Waitaki around the grant money, which can be used for all other grant applications.

Our policy includes a need for NAW to see the financial statement for the proceeding year, specifying how money was spent. Geoff made comment that for the South Island this is exceedingly difficult as the organising club changes each year. However as the \$500 we provide is always for the prizes, there is clarity around how the money will be spent anyway, which is what we are really after. Helen commented that the club could alternatively supply a budget/balance sheet for the event, which would provide complete clarity anyway as to how money is being spent; and keep the rules consistent across the requirements for all funding applications. There was some discussion around this, and it was agreed that Peter would come up with a template/parameters to circulate for further input from the committee. We basically need a declaration as to how the money is to be spent.

Helen – Facebook Page. Currently have 79 members.

Tref – will do a promotion for membership in NAW Now when it is due.

Report on training – Dick advised that this report is on hold at present, as he is otherwise committed with the Neil Turner tour. It's the next job on the list.

Collaboration report - Dick to send photos to Pam for Creative Wood. Geoff will follow up with the Hawke's Bay club and ask them to provide a report.

SGM - Helen is not going to be at the SGM.

n. Next meeting date: Sunday 31 March at 7.00 pm.

There being no further business the meeting closed at 8:36pm.

.....President.

.....Date.