

**Minutes of the Committee Meeting of the National Association of Woodworkers NZ Inc
Held by way of Teleconference Call on Sunday 14th October 2018 at 7:00pm.**

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

Apologies. Nil.

Minutes.

Margaret pointed out a minor mistake on the second to last page where it was incorrectly recorded as the Taranaki Guild applied for the grant, and should have been the Tauranga Guild. Helen acknowledged this mistake and made a note to correct it.

With this minor amendment, the Minutes of the Committee Meeting held on Sunday 22nd July 2018 in Karori, and circulated to Committee Members, were taken as a true and correct record of the meeting.

Moved. Peter Clemett/Margaret Dekker Carried.

Matters arising from the Minutes.

There were no matters arising from the Minutes.

Financial update.

Margaret presented the accounts as outlined in the Financial Report 16 July 2018 to 11 October 2018.

Geoff queried that the grant paid to Kawerau was a total of \$345 rather than the \$300 grant applied for, and the \$300 previously paid. Margaret explained that we received an invoice from Kawerau that included \$45 GST so she paid it, and intends to claim that GST back.

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 606 members. All those unpaid from the last financial year have been removed.

Dick queried whether we had had new members join up as a result of Symposium.

Looking at the numbers Peter reports that we have:

5 members in July

7 members In August

5 members in September – October (4 of those are new, 1 has rejoined).

These are likely to be a response to signups for Symposium.

Tref personally took 2 new members at Open Day, and 3 new members at Symposium, so he feels it really comes down to promoting. There was a large number of people at Symposium who weren't members of the NAW.

Dick reported that there was a total of 107 NAW members at Symposium (of 155 registered to attend – the 155 included a few NAW day attendees who did not get a NAW discount). So just under 70 % of attendees were NAW members (\$3210). Dick will request (again) that the Treasurer sends the invoice to Margaret, as Margaret has not yet received this.

Correspondence: Inwards, Outwards.

Inwards

Funding application from Kawerau Woodskills Committee. Subsequent invitation for a NAW committee member to present the award.

Applications received from Geoff Addison, Dick Veitch, Terry Scott and Michael Walker to be included on the NAW Demonstrators list. The committee confirmed these NAW members as demonstrators.

Geoff – Letter from George Lomas detailing suggested changes to Creative Wood.

Outwards

Letter to the Wellington Guild thanking them for hosting the NAW AGM and billeting our committee members.

Letter to the Kawerau Woodskills Committee confirming \$300 sponsorship of the Youth award.

Letter to potential NAW demonstrators, requesting an expression of interest to be included/not.

Helen has drafted a letter to all clubs requesting a copy of their youth policies to help formulating guidelines and recommendations around youth membership. This is to be sent shortly.

Motion: That inward correspondence be accepted and outward approved.

Moved. Helen Walker/Dick Veitch Carried.

General Business.

a. NAW Polo Shirts

Tref reports that we have sold the 19 shirts we had in stock and 4 badges, this money is in bank account now. Now we need to re-order, which Tref did email the committee about prior to our meeting. Tref is going to order 12 new shirts as that's the best price point, and this will be completed this week. Tref will hold onto stock while he tours the Auckland guilds, then pass them on to Margaret to hold in stock.

b. NAW demonstrators list update.

To date, four members have responded positively. The list is being compiled and will be sent to Paul to be included on the website. Tref is going to circulate names of people to the committee, who are possible candidates, as they come to mind. Helen to contact Gordon Pembridge about being included on the list.

c. Peter – Membership renewal process.

Invoices will no longer be distributed with Creative Wood. Email invoices are to go out in early February. A physical invoice will be sent to those who do not have an email address or a valid email address. In early March a reminder email/letter will be sent to those who have not responded. Peter will do this personally as Adprint quoted a relatively high cost for this. Then in March we can decide when we want to send the third reminder; after which we can phone to check with those non-responders regarding renewal.

Peter thinks we need to find a way to update the CSC card so we do not have to send out a physical card (dramatically save us on postage costs). Peter will talk to CSC about this. Geoff mentioned that Bunnings will no longer honour CSC cards that do not have a GST number anymore; they are tightening up on this.

Tref asked if Peter has a list of those who are no longer members, as of this year. Tref has requested a copy so he can spend some time chasing these people. He also requested a breakdown of members in his own club as to who are members/not. Geoff said we will need

to check carefully, prior to ringing, as to why people have declined to renew, so that we are not hassling them.

Geoff made mention that he will be overseas all of April and most of May next year, when membership renewals will be followed up.

With our new invoicing policy, for finances, Margaret will transfer memberships from the 1st February through to the new financial year (March 31st) rather than from the 1st December.

Peter Macrae will write a short article for the December and March issues of Creative Wood reminding everyone of the new membership renewal process.

Tref checked that new members in 2019, who sign up before March 31st, will be considered members for the full financial year 2019 – 2020.

d. “Free” membership – joint membership scenario. Record keeping.

Life Members (up to 4) are free:

Jim Manly

Fred Irvine

Malcolm Pettman

Free memberships:

Editor – in lieu of payment

Accounts reviewer – in lieu of payment

Webmaster

Legal Advisor

Technical Advisor – Rolly Munro

National Library – free copy of Creative Wood, not a free membership.

Anyone who writes 4 articles in a year are entitled to a free membership - if they choose to take it up. At present these include: Dick Veitch, Terry Scott, Geoff Addison, Jim Reilly, Doug St George, Michael Walker. For those who contribute articles, but have joint memberships, they get the base membership free and just pay the additional \$25 fee.

We will have 17 free memberships with Michael Walker being added to the list (having being missed last year) – Peter to send Helen and Tref a list of these free members.

The membership secretary (Peter) will need to keep a record of the articles written during the year, so that people are included when they meet the criteria. A letter will be sent at that stage asking if people would like to take up the offer of free membership. Free membership will be taken for the previous calendar year – but at the invoice date of February.

e. Geoff - Future subscriptions.

Last year we made \$5000 from the Glenn Lucas Tour, and had no large outgoing costs. This year we have not had any large income source (no tours), but we have had the outgoing costs associated with the Symposium (\$5000). Last year we made a \$45 profit, so effectively, everything else remaining the same, we are looking at a \$10,000 loss for this year.

Geoff wrote the NAW Survival document, edited by Dick. Tref has circulated comments on the document. Geoff hopes to circulate the document as a survey to all the clubs.

Peter – did we get feedback from all clubs about compulsory membership? He feels that we may not get good feedback. Geoff said we had a large number of clubs who provided feedback, mainly negative. Geoff thinks we should approach it differently this time and send it out not only to the club contacts but also to all members, and let them know it's a discussion that needs to come up in your club. It's a change to all membership, not just club membership.

Tref – senses that the response will be a no, so what's our next move? Are we all in agreement that we need to put up subscriptions?

Helen – we are in a position of responsibility, so as a committee we need to come to a decision of what is required to survive, and then take our preferred approach to the clubs to vote on.

Tref - How will we market this to our members to get the response that we desire? This is a members approach, so we should approach everyone with the way forward that they can submit on. Creative Wood is not the correct forum to be having this discussion. This is a members approach – they should have the say; so we should approach them all individually with our decision in order to move forward.

Dick – has had thoughts on this since writing. We are the appointed committee; we make the decisions to put to the members. So Option 1 is to go to the clubs with our decision as a committee and say this is the way forward. Option 2 - we say to the members, not the clubs,

which of these would be acceptable to you and your friends who are not currently members of the NAW? When we go to clubs, many have a surplus of non-members and so any club decision is often a “no”. However if we go to our individual members and gather their feedback and support, we can then decide on a new structure and implement this and give it to the clubs.

Dick would like to move that the letter, as it currently stands, goes by email to our NAW individual members and asks for their wishes by return email. Helen would like the letter to be edited and add in some clarification in the letter around the examples for liability insurance. Dick would like Tref to edit the discussion document to make it more positive. Helen pointed out that there was a document for Symposium on the positive benefits of membership, so could we not circulate this as part of our membership drive. Tref agrees that he would like our initial contact to be a positive spin on the NAW, using the symposium document, and that we then follow that up with the subscriptions proposal that the committee agree with.

It is agreed that Tref will modify the letter, circulate it past the committee, and that it will then be sent out.

Tref would like to put forward a motion that we are all in agreement to increase the subscriptions in the next financial year. *This motion was subject to a large amount of discussion, summarised briefly below, and subsequently succeeded by a new motion also detailed below.*

Geoff doesn't feel that we can increase the subscriptions next year, without a SGM, to get the changes in place for the 31st March. The constitution requires that we give 2 months notice prior to a SGM being held. Geoff said we can survive on our current reserves for a number of years if we tighten up.

Tref said if we are dire straits, then we need to get more money before 2020. There was discussion around how we might have a SGM in 2019, and notify all members in time. We have to pick a format (market it successfully), as just increasing fees will probably initially make our problem first. We need to also drive membership up so we need to sing the praises of the NAW.

Geoff - Do we need to increase subscriptions? It is about 7 years since we increased subscriptions last. All of the committee are in agreement that an increase is in order.

Tref then put forward the motion that we have an increase in subscriptions, particularly the club subscriptions, and that the committee works through the process of how that happens. *This motion was subject to further detailed discussion, summarised briefly below, and subsequently succeeded by a new motion also detailed below.*

Tref would like to see just one option put to the membership, where subs are increased across the board. He proposes that we could consider a \$5 increase to all subs. Any increase needs to be fair and equally divided. Margaret agreed.

Helen feels that the clubs are getting a very large benefit from their NAW membership, and that increasing individual members subscriptions is not a fair reflection of the benefits the clubs receive. Proportionally we are currently proposing a much larger increase to individuals than we are to the clubs.

Tref found out at Symposium that many full members are feeling aggrieved that club members are currently getting most of the same benefits that a full affiliated member gets. Any increase that happens needs to be fair and equally divided, and that is why he is proposing the \$5 across the board.

Geoff asked Tref how increasing subs will increase membership. Tref pointed out that increasing subs will not increase membership, but it will hopefully give you a greater sum of money at subscription time. The only way to increase membership is to be proactive; through the committee visiting clubs, organising events, and generally holding a higher profile in the woodworking community. We currently are quite remote from our affiliated clubs, and we don't have a positive liason with them. This is why we need to visit clubs. Geoff regularly visits the Hamilton, Rotorua and Tauranga clubs. He sees this as his job as they are in his area.

Geoff – we need to try to increase membership. Suggestion 2 in the document circulated, would mean the actual cost to clubs will barely change. We would just charge them for the non-NAW members, not the NAW members (charging more but for less members). Helen feels the problem with this suggestion is that we could end up in a scenario where the clubs pay nothing. While we could say “great, we have more NAW members” you are talking about the greatest benefit of club membership – liability insurance, basically being given for free. Clubs should be contributing/paying a baseline fee so they are contributing towards this service.

Margaret – could we have a situation where clubs have 100% individual NAW membership?
Geoff – apparently there are some clubs really pushing NAW membership, who are getting pretty close.

Geoff agreed that we could put a baseline cost, where the clubs pay for example \$50 membership + additional member charges (currently minimum \$60). This \$50 would cover their share of the insurance cost.

Margaret – to make the NAW membership attractive could we have events/tours where NAW members are free, but non-NAW members pay. Geoff said this will be addressed with the upcoming tour proposal and discussion is already underway.

Peter Macrae – the caravan association has recently put in a subclause to their constitution that allows their board to set the annual subscription rate without it going to the AGM. If we put a change in our constitution at a SGM, to allow us to make changes to subscription rates at any time, then we could change the subscription for 1 April 2019 rather than waiting for the AGM and 2020.

Helen - this is the more prudent way to address our financial situation now, and will also allow for further changes to be made as needed, in a timely and responsive manner.

The committee are in agreement that we should look at changing our constitution at a SGM after the 10th February (2 months from issue of December Creative Wood), so it could be advertised in the December issue of Creative Wood. This will mean that we will have just enough time to modify the 2019 - 2020 subscriptions in time for issuing in late February.

Tref will find out if we can hold it at the Northshore Woodturners Guild on Tuesday 12th February 2019.

Tref put forward the motion that we hold a SGM in February to amend the constitution, so that the committee can set the annual subscriptions and club fees, rather than them being set at an AGM. Seconded Peter Macrae. All agreed.

As agreed above, Tref will write a positive write up on the NAW, and send this to Peter for distribution to all members.

Geoff will talk to Mark von D about the legalities of wording, and numbers of financial members required for voting at the SGM. Peter will send a copy of the caravan club constitution change to Geoff for reference.

Peter queried if we should make contact with our members directly, rather than having Creative Wood as our primary method of contact. Geoff feels that if Creative Wood is published in the first week of December then we are covered; if not we will need to email and send a letter to all members. We will use Creative Wood first as direct contact has an associated cost.

There was quite some discussion around the membership levies:

Looking at the proposals put forward, Tref's preference would be to adopt Option 5 - to put the annual fees up across the board by \$5. This is what we need to do to make sure that the club has a strong financial backing.

Geoff thinks we need to consider how we are going to increase NAW membership. Tref thinks this is a separate issue to that being discussed currently. Geoff would like to see a modification of Option 2 – to help encourage clubs to work on improving NAW membership on our behalf.

There was much discussion of the options, and the committee agrees that we should look at a modified version of Option 2. We will provide clubs with a list of affiliated NAW-members to help them calculate what they owe (based on their numbers of financial members in the previous financial year).

Peter – some of the South Island clubs have very low NAW-affiliated members, and a change in fee structure may more than double their affiliated charge. Many of these clubs will drop out. We may decide these are just casualties of change, but it would be a shame to lose them. In the latest round of membership, Peter discovered some individuals in the clubs are paying the fee themselves, rather than the club paying it. We need somehow to have a minimum fee that doesn't force the small clubs with limited financial resources out.

Insurance was around \$3000 (GST incl). There's 41 clubs. So therefore the insurance levy is around \$75 – this should be the set club fee (for 10 or less members) to cover insurance.

Geoff proposes that we increase the subscriptions to \$55, reduced to \$50 if you are also a member of an affiliated club; and increase the club fee to a minimum fee of \$75 or \$11 per non-NAW member, with no fee payable for NAW-affiliated members. Seconded Tref. All agreed.

At the SGM we will consider the constitutional changes, and then vote as a committee on this subscription policy after the SGM. This decision could be implemented by the Executive by email (Geoff, Tref, Margaret and Helen).

Other items of General Business

f. Changes to Creative Wood

George Lomas approached Geoff at Symposium to discuss his thoughts about changes to Creative Wood:

1. Letters to the Editor
2. Mishaps and Missils Page

3. Q&A Forum – George suggested Terry Scott could help out.

Helen expressed an issue with a “Mishaps and Missils” forum. You are effectively asking people to glorify mistakes. Geoff agrees that in terms of H&S we should not be pushing this one.

Geoff advised that we used to have:

Letters to Editor

For Sale/Wanting to Buy

We currently have Rolly Munro listed as our Technical Advisor.

Helen feels that we need to have a discussion with Rolly first, as it is on the NAW that we haven't utilised him.

Technical Advice – Dick said we are talking about advice from general club membership about general turning.

1. Rolly may not have had a lot of interaction with clubs and clubs members for quite some time.
2. Yes, Terry Scott is keen to be helpful but this does put a load on Dick as his Editor, but also Terry does a column every issue. So we perhaps need to find other people around the country who have knowledge and are prepared to write an answer.

Peter Clemett – if the additions to Creative Wood are valid, then the conversation to have with Rolly is that we will feed questions his way, is he happy to be answering them.

Geoff will talk to Rolly and see what he wants to do; whether he wants to remain as the Technical Advisor, or if he wants to pull out.

The committee are happy to introduce Letters to the Editor and a Q&A Forum to Creative Wood. Geoff will let George Lomas know that he can introduce this in his Editorial.

g. Geoff – Report on Kawerau Woodskills.

No one turned up as Winners (they were all from Waiuku), so a waste of Geoff's time to be there. Geoff is happy for us to continue sponsorship, but there needs to be a cheaper way to have someone there to gift the award. Potentially it could be gifted by the Kawerau Woodskills committee.

Helen - The show was really poorly organised. The application for funding was received very last minute. Geoff did not receive his free tickets in the mail as promised, and was not listed

at the door as having free tickets when he went to get in. No thank you letter has yet been received.

There was discussion around continuing support for the show. Dick feels it is falling apart and that it is not going to get better as there is no individual driving it, like there used to be. There is the suggestion that the council will take the show over, but there isn't currently someone there to take it over. Dick is unsure what is going to happen.

Trefor suggested that perhaps it is not an event that we sponsor this year. Geoff - we have been sponsoring it as a youth promotion for many years, but there are a very poor number of entries. Geoff feels that it is very poorly organised.

Trefor thinks that we should review the Kawerau Woodskills application as a committee when it comes around again.

Geoff and Helen to draft a letter to the Kawerau Woodskills Committee expressing our concerns in terms of the organisation of the event (funding, prize-giving, judging, general organisation), as unless we voice these concerns it will continue as business as usual. The judging has been of concern for quite some time. We will mention that we are seriously considering our sponsorship of the event in the future.

h. Report on training

There was a meeting held before the Symposium to bring together some of the trainers. Dick is working on a report for this training event. In total, six clubs are active in training. One club is looking seriously at training. Dick proposes that the next training meeting could be the day before the AGM in Christchurch. Dick will circulate his report once complete.

i. Report on Symposium

Dick - Finances are being finalised. Around 195 people had lunch over the three days; of those 155 were counted as paying customers – the rest were demonstrators, committee, vendors and partners.

There was an amazingly high level of happiness from those who were there. Dick has a large stack of emails to share with the organising committee.

Dick would like to express his thanks to the NAW for their support, as well as a big thank you to the big donors at the event who resulted in a large influx of cash (e.g. over \$2000 from the sale of Chris Ramsey's hats).

Symposium is going well so it is worth considering running another one in two years time.

Geoff expresses his thanks to the SAWG Committee for their efforts running the Symposium. Helen to write a letter to this effect.

j. Tour Proposal

Dick – we now know who is attending Turnfest. There is discussion around who might be good to approach to come on a tour. Joe Richardson (England) is currently top of the list. Neil Turner (Perth) is next on the list. Nothing more to report.

Geoff - Tour would be prior to, or just after, Turnfest. When we set fees, there will be close to a NAW subscription fee difference in the cost to attend (e.g. \$20 for a NAW member, \$60 for a non-NAW member).

Helen and Tref happy to help Dick organise this.

Tref mentioned that Neil Turner seemed happy to potentially come and do a tour.

Tref - Grant came up with the idea that Woodcut and/or Carbatec might be able to sponsor the tour if Woodcut tools are used.

Tref wondered if we could take a NZ member around on tour. He suggested that there may then be space to do two tours? Dick feels one tour might be enough.

k. Members only section of NAW website UPDATE

No updates at present. This is on the backburner at present.

l. Other items of business

Geoff – NAW brochures. Geoff queried who holds the extras? Tref holds these. Geoff requested that Tref send some to him (around 50) so he can circulate them when he visits clubs.

Tref – would like to implement a monthly newsletter on NAW activities sent directly to our members. He worked out that roughly 80 % of woodturners aren't members of clubs. So a

way to contact with our members directly is to have a newsy letter that includes things like what we are doing and what's going on. Tref is happy to edit and run with this, in a similar fashion to what the AAW does. He would appreciate Peter's help with input from the South Island news.

Helen – Facebook group is up and running. We've had a large number of people who have joined who aren't NAW members. For those who aren't members, Helen has sent them a spiel on the NAW and left it in their hands to follow up membership/not. There have been a few who have indicated interest in joining. There's 48 members on the page currently. It's a good venue to possibly gain some new members.

There's the potential to also set up a page (rather than a group) so we can post as the "NAW" rather than as ourselves.

m. Next meeting date: Sunday 20 January at 7.00 pm.

There being no further business the meeting closed at 9:32pm.

.....President.

.....Date.