

Meeting Minutes of Friday, November 6, 2020

1. **Meeting called to Order** – Jim Wright (filling in for K. Wickham) at 10:05AM
 - i. Club Executive Board Members Present: J. Wright, M. Shipman, R. Bishop, M. Offenbacher, ABSENT: B. Lynch, K. Wickham, D. Armbruster
 - ii. J. Wright announced that K. Wickham could not attend the meeting due to his health concerns and desire to limit his potential exposure to COVID-19.
 - iii. M. Shipman shared members present included 39 of 208 members (2020 paid member dues) and the 15% quorum requirement was met (39/208 = 19%).
2. **Prior Meeting Minutes – MOTION**, M. Shipman, for Approval of the February 21, 2020 meeting minutes previously sent via email to members. **SECONDED, PASSED.**
3. **Treasurers Report** – Russ Bishop updated the membership and shared he had a plan for 2021; asked members to hold off paying next year dues until January. (see report below).
 - i. Checking account bank balance: \$ 15,573.40 (11/04/2020)
 - ii. Year-end bank account goal: \$11,724.56 (to avoid HOA Tax Penalty)
 - iii. **MOTION, R. Bishop to approve the Treasures Report, SECONDED, PASSED.**
4. **New Member Introductions** – Eight (8) new members introduced themselves.
5. **Safety Report** – J. Wright announced Brian Lynch, Safety Representative sold his SCF home and had resigned as Safety Representative on the CEB. Jon Vaughn a member of the Safety Committee read a letter from Brian Lynch thanking the Board members and the Safety Committee team.
6. **COVID-19 Pandemic RULES**– J. Wright covered COVID-19 rules that the HOA had defined in order for the shop to be open. MANDATORY RULES INCLUDE: Sign-up in advance to be in the shop, check-in with the Crafts Center Monitor upon entry of the building, temperature taken, mandatory mask worn at all times, 14 member maximum and 1 Monitor in the shop at any one time, remain 6’ apart while working in the shop, 2 daily shifts, 9AM to 1PM and 1PM to 5PM, all activity in the shop stops ½ hour before shift change, all members must disinfect tables work places, tools, before they depart, etc.).
7. **OLD BUSINESS**
 - i. Shop Air Quality/Dust Collection – M. Offenbacher shared he and D. Dietz had met with K. Rinehart at the HOA and discussed the project and associated costs now estimated at over \$40,000. It was suggested by K. Rinehart the HOA could possibly fund the project with Reserve Funds. It was agreed Mark would make revisions to the data which was presented, get a solid quote from the vendor they were working with and present the updated report back to the HOA.
 - ii. New Storage Locker Project - J. Wright shared the project is near completion. Members can add their name to the waiting list (behind the office door). Locker Dues are \$30 a year and once new lockers are approved for occupation by the Membership Management Committee, the member can include the locker fee amount along with their 2021 dues in January.
Future Project – Table Saw Fixtures/Jigs (Jim Meyer/Dave Dietz) – NO UPDATE PROVIDED
8. Policy & Procedures Manual Update - M. Shipman shared briefly that in a CEB meeting on Monday, November 2, by a 3/2, NO vote, the project was now stalled.

9. NEW BUSINESS

- i. Year End Club Executive Board Spending Request – M. Shipman made a **MOTION** that Members Approve the CEB to direct the Club Leadership to spend funds in the estimated range of \$3,000 to \$4,000, from the Club Bank Account and under the direction of, prioritization of, and recommendations of the Club Treasurer and advanced approval of the CEB in order to avoid HOA tax penalties by 2020 year end, and spent in a way that best represents the operations of the Club and overall interest of the Membership.

Motion was SECONDED.

DISCUSSION: It was explained that the CEB felt time is of the essence in order to avoid the year-end tax penalty. The CEB was appreciative they had received feedback and specific requests for expenditures from the Club Committees. R. Bishop expressed he would work to prioritize the list and gain CEB support for the expenditures in a subsequent email request for approval back to the CEB after the General Membership Meeting (assuming the vote passes). Once the final spending decision was made, he would communicate back to the membership the list of how the funds would be spent. Per the Bylaws, the request must also be presented back to the membership for a vote at this General Membership Meeting. Members had questions which were answered. The motion **PASSED.**

- ii. Nominations and Elections: – M. Shipman shared that by a previous CEB vote, the CEB had unanimously approved the appointment of the following Election Committee members: M. McGrath, D. Yessen, J. Meyer and B. Mattle. M. McGrath updated the membership that Nominations are now being accepted and provided details on the Nominations (November) and voting (December) processes and encouraged members to step up and Nominate themselves and/or other members (with their advanced approval). Nominations for all positions were encouraged as the CEB appreciates new ideas. Questions were asked by the members and answers were provided. Nominations should be sent to the following email address: **scfwcelection@gmail.com**. A note will go out to all members next week and it will also include information for Club members that are not currently at Sun City Festival on how they can participate even if they do not plan to be in Arizona during this election season. Questions should be sent to M. McGrath (mgt006@gmail.com) or D. Yessen (dyessen@aol.com).

10. COMMITTEE REPORTS

- i. J. Wright reported that Committee reports were not on the meeting agenda due to the COVID-19 Pandemic resulting in the absence of Committee members. He updated the membership that Committees needed to perform their work not the CEB members. Questions were raised by some members and J. Wright shared we used to require members to serve on a Committee in order to earn points but now we were moving away from that. No other information was provided.

11. Other – Open Discussion – ALL – None

12. Next Meeting: Not Announced

13. Shop Cleanup: Not Announced

14. Meeting Adjourned at 10:55AM

- Respectfully, Michael Shipman, Secretary

Attachment #1 – Treasurers Report (copy below provided on November 6, 2020)

SCF Woodcrafters Club – Monthly Treasurers Report

*Target
11,727.56*

Date: ~~February 21, 2020~~ *NOVEMBER 6, 2020*

Bank account balance (last statement): **\$ 15,700.04** (10/31/2020)

Checking Checkbook Balance: **\$ 15,573.40** (11/04/2020)

2020 Year Income and Expenses (Year to date):

2020 Year Income (Year to date): **\$ 11,556.00**

2020 Year Expenses (Year to date): **\$ 7,207.16**

Net Difference: \$ 4,348.84

Category	1/1/2020- 12/31/2020	OVERALL TOTAL
INCOME		
Contributions & Donations	79.00	79.00
Craft Sales	3,345.00	3,345.00
Dues	4,065.00	4,065.00
Locker Rent, Fines & Misc Income	840.00	840.00
Registration Fees	2,700.00	2,700.00
Wood Sales	527.00	527.00
TOTAL INCOME	11,556.00	11,556.00
EXPENSES		
Club Projects	799.80	799.80
Consumable Shop Supplies	507.08	507.08
Craft Sale Payout	2,998.80	2,998.80
Office Supplies & Equipment	790.69	790.69
Shop Tools, Equipment, Facilities	2,150.79	2,150.79
TOTAL EXPENSES	7,207.16	7,207.16
OVERALL TOTAL	4,348.84	4,348.84

Largest expenses are \$396.79 for new Router Lift, \$404.95 for Wood Carver Motor, 634.76 for 16 New Lockers.

*+ 12.14
706.95*

No 2021 Dues UNTIL 4/1/2020