

Guild of New Hampshire Woodworkers

Board of Directors Meeting

Location: Virtual via Zoom

Date: 04/28/2021, 6:30PM

Attendees: Bob Wyatt, Steve Costain, Claude Dupuis, Dave Foote, Jim Forbes, Tony Immorlica, Peter James, Elliott Savitzky, Jon Siegel, Jim Seroskie, Gary Canning, Phil Glover

Absent: Mike DiMaggio

1. Presidents Message Bob Wyatt

- Allied Insurance will restart liability coverage
- Encourage our members to promote and subscribe to the GNHW YouTube page, with a goal to reach 1,000 subscribers.
 - Jim S. – Subscriptions are up
 - Elliot S. – Will change Facebook page to public
- Bob was contacted by a woman looking for help from woodworkers

2. Secretary Report by Philip Glover

- Approval of the Meeting Minutes of 03/24/2021
 - No discussion
 - Motion to accept made
 - Motion seconded and accepted

3. Treasurers Report by Jim Forbes

- Financial documents were emailed to the B.O.D. prior to this meeting by Jim Forbes
- State records are on file
 - The old “Annual Report Certificate” with “Appendix to Annual Report” previously filed annually before May 15th each year is now filed on line as Form “NHCT-12” with the NH Attorney General, Charitable Trusts Unit; still due by May 15th with an annual filing fee of \$75. This report is filed under penalty of perjury by the Treasurer. As part of this filing the Federal Forms 990-EZ and schedules O and A are required.

For fiscal year 2020 this report was filed on 03/10/2021 with hard copy follow-up mailed to Concord on 03/11/2021. Additionally, an electronic copy was sent to our webmaster (Jim S.) for incorporation under “About Us” – New Hampshire

Charitable Trust". Note: the required personal address and contact information of the directors is stripped away before posting on line. There you can find similar reports going back to 1990

- Financial records are on file
 - To maintain our Tax Exempt status {Public Charity Status 509(a)(2) under tax section **501 (c) (3)** dated Dec 28,2005} the Guild is required to file with the Federal Government annually by May 15th.
For fiscal year 2020 I filed Form 990-EZ with Schedule A and Schedule O. This report was mailed to Ogden UT on 3/11/2021. A copy was also emailed to Jim S. for posting on our web site.
- All records are backed up
 - Every month the BOB members get an updated electronic copy of the Money Market Report and the Treasurer's Report in Excel format. Additionally, copies of these reports, tax filings and other pertinent files are kept on a USB thumb drive at the Treasurer's computer.

4. Membership Report by Jim Seroskie

- Membership report was emailed to the B.O.D. prior to this meeting by Jim S.
 - Membership is down by two for this month
 - This is normal for this time of year
 - 16 of 94 first enrollments over the past 12 months that elapsed were one-year members
 - Membership data will be easier to analyze with NEON
 - There are no honorary members at this time
 - Bob Lacivita has joined with a two-year membership
- Event management system
 - Using Eventzilla
 - They wanted \$500 extra, bringing the total to \$1200/yr.
- EventBright is not as good as Jim S. thought it would be
 - Must have an account to get information
 - It does not have a calendar or event list
- *Ticket Taylor* is the best option now
 - It is free
 - It has the features that we need
 - Except showing those who are signed up for meetings
 - It has a simple back end

5. Journal / Website updates by Jim Seroskie

- The Journal will be mailed out on 04/29
 - It has 88 pages
 - Very good content in this issue
 - We will need more authors for the fall Journal
 - David Lamb article will be in the fall issue of the SAPFM Journal
 - Some author copies were sent through major mail
 - Others will be first class
6. Touch Ups report by Claude Dupuis
- Will put woman requesting help from woodworkers in TouchUps
7. Guild sponsor of awards for two woodworking categories at Sunapee by Dave Foote
- Guild to give \$600 for two 2021 GNHW awards
 - Motion
 - Second
 - Vote taken to donate
 - Accepted
8. GSWT revised Bylaws by Bob Wyatt and Claude Dupuis
- GNHW B.o.D. issues were addressed
 - GSWT bylaws are similar to GNHW bylaws
 - Discussion
 - None
 - Motion to accept
 - Second
 - Motion Accepted
9. Virtual General Meeting, tentative date May 15, a brief business meeting followed by Joshua Klein as the featured demonstrator by Tony Immorlica
- Joshua Klein will do a Zoom presentation on May 15th
 - We will ask him if he needs help ZOOM video help
 - Asked for a \$300 fee
 - Will put a notice for the meeting in the next TouchUps
 - Will continue with four General Meetings per year
 - There will not be a summer trip this year
 - Planning for a September in-person meeting with celebration
 - **Action Item** – *Steve Costain*
 - Talk to Al Mitchell about using his facility for this meeting

- Discussion
 - Most people are vaccinated at this time
 - Joshua Klein is located in Maine
 - Jim Seroskie will moderate the Zoom presentation

10. Audio / Visual Production Equipment Update by Gary Canning

- The audio system that we have now is a good one
 - Question - Dave F.
 - Will the audience be able to hear the audio?
 - Ans. - Yes
- Proposed Camera
 - Canon 4K camera
 - Has manual focus
 - Price includes master kit
 - Can get it for less than email price
- Proposed Switcher
 - Live stream and picture-in-picture (PiP)
 - Four channels
 - HDMI
- Proposed Monitor
 - Can see all three camera feeds at once
 - Can monitor audio
- Audio
 - Rode Wireless Go II two person wireless microphone system
 - \$299
- Rode Video Shotgun mic
 - Camera mount
 - Good price
- 5 – Channel Mixer
 - Mackie
 - Reasonable price
- Intercom
 - Headset type
 - May need three person system (3 headsets)
 - \$560
- Lighting kit
 - Need to assess cables

- 3rd Camera
 - 8x zoom, works remotely
 - \$299
- Total cost is approximately \$4200
- Discussion
 - Have each camera record to its own memory
 - Jim S.
 - Prefers to record the Directors output stream to simplify post production editing
 - Use switcher for live streaming
 - Will need extra storage media
 - Add \$500 for extra media
 - Current equipment is still usable
 - There will be six A/V kits to utilize
 - New kit will have capability that we do not currently have
 - Jim F.
 - Need a list of all current equipment and who has it
 - ◆ The list needs to be on the Guild website
 - ◆ Need a designated equipment manager
 - Gary C.
 - Will make the current equipment list
 - Jim S.
 - Someone will need to maintain the list
 - Bob W.
 - Volunteered to maintain list as equipment manager after September when he steps down as President
 - Claude D.
 - List does not need to be a live list
 - Just call the equipment manager for info
 - Jim S.
 - Move to add \$500 to the \$4000
 - Second by Claude D.
 - Vote
 - Accepted
 - Gary C.
 - Will start buying equipment

11. Rewrite / Refine Bob Wyatt's suggested guidelines for soft-start of in-person meetings (GSWT in-person meeting survey results and CDC updates) by Bob Wyatt

- Draft made and emailed to distribution
- Discussion
 - Steve C.
 - In September go back to business as usual
 - There are no summer meetings
 - Do not need to create guidelines
 - Tony I.
 - Record meetings
 - Need a number to define group size
 - Jim F.
 - Let people watch meetings on Zoom
 - Gary C.
 - Use existing video kits for Zoom
 - Bob W.
 - Size will depend on shop size
 - Need to be cautious at this time
 - Vaccinated people can still get COVID
 - Jon S.
 - Need to wait and see how this situation develops before writing / rewriting guidelines

12. GNHW Facebook & Instagram Update by Elliot S.

- Facebook
 - 178 members at this time
 - Kicked some people off
 - Mostly from India
- Instagram
 - Now have 101 followers
 - Dave Redlin (SAPFM) may let us participate on their site
- Discussion
 - Jim S.
 - Event Calendar
 - Let Steve C. list events as tentative (placeholders)
 - Bob W.
 - Will put something in TouchUps about September meetings
 - Gary C.
 - Would like to host an open house in his new shop to demo A/V equipment

- Peter J.
 - September is very busy; small meetings should start late September
- Bob W.
 - The 3rd Saturday in September is for the Annual Meeting
 - Other meetings will need to move for this

13. GNHW YouTube Channel Update by Jim S.

- YouTube
 - 291 subscribers at this time
 - Four videos with over 500 views
 - 1200 views on Metal Planer video by Jon S.
 - 1700 views on Shave Pony
- Membership cards
 - In January some cards were not put in the correct envelopes
 - Now Copy Shop provides one unsealed envelope with each card
 - Sealing envelopes with envelope sealer works better than using water
 - 120 cards went out in April with no mistakes
 - Virtual card is still work in process
 - Team is slow moving

14. Closing

- Bob W.
 - Think about officers for September
- Jim S.
 - Make a search committee for new board members
- Steve C.
 - Can we have in-person meetings now that we are all vaccinated?
- Jon S.
 - Restaurant meetings do not work well because of typical seating layouts and acoustics
- Bob W.
 - Will look into alternate venues

Meeting adjourned at 8:27PM

Next B.O.D. meeting is 05/26/21 @ 6:30PM