

# South Puget Sound Woodturners

## Virtual Board of Directors Meeting

**February 13, 2024**

**I. Call to Order** – President Kathy Garlick called the meeting to order at 7:10 pm. Present were the following board members: Kathy Garlick, President; Ed White, Vice President/Programs; Mark Gilbert, Secretary; Pam Parson, Treasurer; Suzette Edwards, Newsletter; Terry Broberg, Membership; Tim Spaulding, Webmaster; John Howard, Store Sales; Pat McCart, Industry Coordinator; Kent Horton, AAW Liaison; Ramon Lyn, AV Coordinator; Michael Poirier, Mentorship; David Best, At Large.

**II. Determination of Quorum (at least eight BOD members present) – 13**

**III. Approval of previous Board Minutes from January 9, 2024** – The minutes from the last board meeting (01/09) were published by Secretary Mark Gilbert. Motion by John Howard, 2<sup>nd</sup> by Ramon Lyn to approve the minutes as published. The motion carried.

**IV. Future Demonstrations at General Membership Meetings –**

- a. Feb 15<sup>th</sup> Terry Broberg – Epoxy Rimmed Bowl
- b. Mar 21<sup>st</sup> Mini-Symposium
- c. Apr 18<sup>th</sup> Elizabeth Weber – Carving a Wave/Leaf Motif Bowl
- d. May 16<sup>th</sup> Doug Reynolds – Chucks, Chucks, and More Chucks
- e. June 20<sup>th</sup> IRD by Roberto Ferrer – Antique Fluted Bowl and Texturing with Hand Tools
- f. July 18<sup>th</sup> Kathleen Duncan – Pierced Wood and a Finial Ornament
- g. Aug 15<sup>th</sup> Pat McCart – 3 footed bowls
- h. Sept 19<sup>th</sup> Mini-Symposium
- i. Oct 17<sup>th</sup> Trent Bosch – Hollow forms
- j. Nov 21<sup>st</sup> Eileen Collins – Designing your Custom Logo and The LaserPecker
- k. Dec 19<sup>th</sup> Annual Holiday Dinner

**V. Executive Board Reports –**

President – Kathy Garlic,

- a. quarter sheet with reminders: reviewed content – membership, Symposium, etc.
- b. President's Challenge: February – Adding color to your work with or without texture
- c. President's Challenge: April – Adding epoxy/resin to your turned piece

Vice President – Ed White

- a. Feb Demonstration – confirmed preparations and requirements
- b. March Mini Symposium – reviewed and confirmed the tables and activities

Secretary – Mark Gilbert, nothing to report

Treasurer – Pam Parson – The latest Treasurer's Report was distributed and includes 2024 Budgets. All Board members are to review and raise any concerns or provide other desired feedback.

Working on a draft of a contract form for Demonstrators.

## **VI. Directors Reports –**

Membership – Terry Broberg, Recently added 15 more paid memberships so we are now on track for 2024 at 65 year-to-date.

Newsletter – Suzette Edwards, Encourages taking photos at the March Mini-Symposium to include in future Newsletter. The print Newsletter goes to eight members. It was great to have lots of articles in this month's Newsletter.

Webmaster & Social Media – Tim Spaulding, Club website is doing ok. We are getting Show-and-Tell pictures onto Instagram account and getting good responses. Club website is including visibility of outside Woodturning events by various clubs.

Store Sales – John Howard, January had our best night Store sales including clearing a lot of the inventory of promotion sanding stock. Supplies have been restocked as planned. As Suzette encouraged - will review the Store listings going into the Newsletter to ensure the latest updates.

Director at Large/Industry Coordinator – Pat McCart, need \$100 reimbursement from Pam for a December 2023 Rockler award certificate. Pam is addressing this.

Director at Large/AAW Liaison – Kent Horton, AAW Symposium registrations using the Club code are 12 to date. Encourages volunteering at the Symposium.

Have received the initial set of SPSW logo embroidered Polo shirts and will have them at the Feb. 15<sup>th</sup> General Meeting. Sizes up to 1XL priced at \$14, 2XL priced at \$16, and 3XL priced at \$18. A couple extra were bought to provide visibility to the membership and help determine sizes for future orders. These shirts will process sales through the Store.

Director at Large/AV Coordinator – Ramon Lyn, Have been talking with Kathy about options for better demo/meeting visibility at the General Meetings. Discussion included sharing the potential of different placements of the Community Center's flat panel monitor and a smaller monitor placed for the demonstrator's needs, plus considering the benefits of a

short-throw projector. Kathy raised the question of fundraising for the projector option. Ed shared a visual layout of the meeting rooms (see Draft diagram after these minutes) with indicators of some potential placements of flat panel and projector/screen placements and this fostered discussion of more ideas. The most immediate action will be more testing with flat panel monitors and have further discussion at future Board meetings.

Director at Large/Mentorship – Michael Poirier, Monday meetings are going quite well. Recently this included a drill bit sharpening demonstration that was very helpful.

Director At Large – Dave Best, Encouraging people to provide feedback for improvements of the photography.

## **VII. Monthly Meeting Discussion –**

Eileen Collins – Fiber Reactive Dyes demo – Descriptive compliments were “wonderful, excellent, well prepared, great job” and it was noted that she maintained the area clean of any drips or spray from the airbrushing.

Sawdust Session – Very good turnout. Kathy has video to be available on Club website and/or other media to help promote the Club.

## **VIII. Old Business –**

President’s Challenge 2024 – see above President’s Report

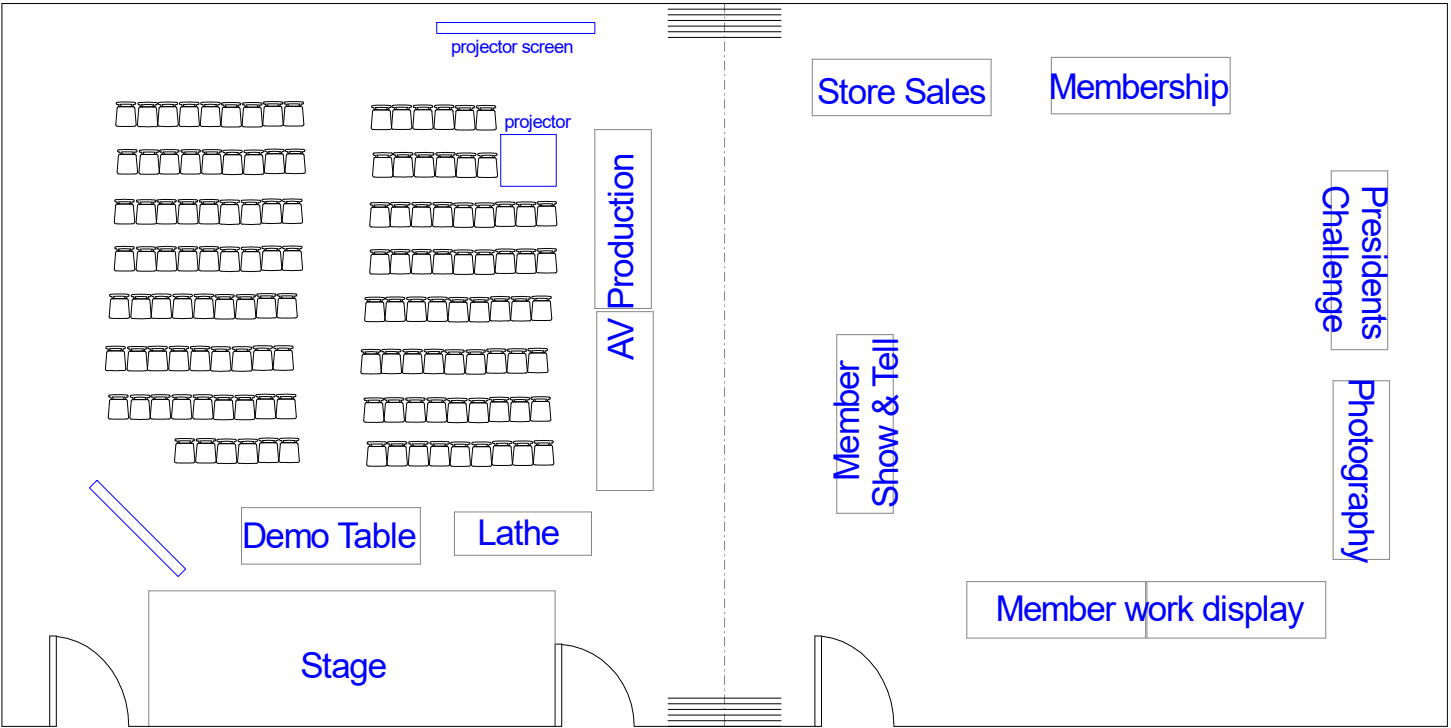
**IX. New Business** – General Meeting room layout – Ed White presented a visual of potential table/floorplan layout for the meeting room (see Draft diagram on next page of minutes). A particular focus of the layout and discussion was to support an efficient and timely start to meetings.

**X. Good of the Order** – Pam needs better information to support reconciling the detail basis of the summarized value of membership receipts. She raised an idea of using a Membership Information form to document receipts. Discussion included clarifying what information was available from various forms of payment and what records are kept in the Membership records. There will be further coordination between Board members outside of this meeting.

**XI. Adjournment** – Motion to adjourn the meeting at 8:56 pm by Mark Gilbert, seconded by John Howard. Motion carried.

Respectfully submitted by

Mark Gilbert, Secretary



South Puget Sound Woodturners  
**Board of Directors Meeting Agenda**  
(Virtual Meeting, February 13, 2024)

**I. Call to Order**

**II. Determination of Quorum (at least 8 BOD members present)**

- A. Agenda

**III. Approval of Minutes from January 9, 2024**

- A. Any additions, corrections or deletions?
- B. Motion to accept?

**IV. Future Demonstrations at General Membership Meetings**

- A. Feb 15<sup>th</sup> Terry Broberg – Epoxy Rimmed Bowl
- B. Mar 21<sup>st</sup> Mini Symposium

**V. Executive Board Reports**

- A. President – Kathy Garlick –
  - a. quarter sheet with reminders:
  - b. President Challenge: February – Adding Color to your work with or without texture
  - c. President Challenge: March - None
- B. Vice President – Ed White
  - a. Feb Demonstration
  - b. March Mini Symposium
- C. Secretary – Mark Gilbert
- D. Treasurer – Pam Parson – Treasurer’s Report ; Approval of Budget

**VI. Directors Reports**

- A. Membership – Terry Broberg – 2024 Membership Drive
- B. Newsletter – Suzette Edwards
- C. Webmaster/Social Media – Tim Spaulding
- D. Store Sales – John Howard
- E. Director at Large/Industry Coordinator – Pat McCart
- F. Director at Large/AAW Liaison – Kent Horton –Symposium
- G. Director at Large/AV Coordinator – Ramon Lyn
- H. Director at Large/Wood Rat – Doug Reynolds
- I. Director at Large/Mentoring – Michael Poirer
- J. Director at Large – Dave Best
- K. Director at Large – Fred Ables

## **VII. Monthly Meeting Discussion**

- A. “Hot Wash” – Fiber Reactive Dyes

## **VIII. Old Business**

- A. President’s Challenge 2024
- B. March Mini-Symposium: D-Way Tools; Kent & Ed;

## **IX. New Business**

- Anything I may have forgotten?

## **X. Good of the Order**

## **XI. Adjournment**



KeyBank  
P.O. Box 93885  
Cleveland, OH 44101-5885

**Business Banking Statement**  
**January 26, 2024**  
**page 1 of 2**

471471011893

1 31 T 147 00000 R 58 AO  
SOUTH PUGET SOUND WOODTURNERS  
26228 173RD AVE SE  
COVINGTON WA 98042-8352

*Questions or comments?*  
Call our Key Business Resource Center  
1-888-KEY4BIZ (1-888-539-4249)

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KeyBank Basic Business Checking 471471011893  
SOUTH PUGET SOUND WOODTURNERS

Beginning balance 12-27-23	\$12,850.58
5 Additions	+1,495.03
4 Subtractions	-111.26
<b>Ending balance 1-26-24</b>	<b>\$14,234.35</b>

**Additions**

<i>Deposits</i>	<i>Date</i>	<i>Serial #</i>	<i>Source</i>	
	1-2		Direct Deposit, Paypal Transfer	\$214.70
	1-22		Deposit Branch 0133 Washington	135.00
	1-22		Deposit Branch 0133 Washington	200.00
	1-22		Deposit Branch 0133 Washington	270.00
	1-22		Direct Deposit, Square Inc 240122P2	675.33
<b>Total additions</b>				<b>\$1,495.03</b>

**Subtractions**

*Paper Checks* \* check missing from sequence

<i>Check</i>	<i>Date</i>	<i>Amount</i>
1278	1-22	\$37.14

**Paper Checks Paid \$37.14**

<i>Withdrawals</i>	<i>Date</i>	<i>Serial #</i>	<i>Location</i>	
	1-22		Sq *Simple Filings Llc Gosq.Com NC	\$50.00
	1-22		WA Secretary of State Tumwater WA	20.00
	1-22		POS Mac Wm Supercenter Puyallup WA	4.12
<b>Total subtractions</b>				<b>\$111.26</b>



Merchant Account ID: P2NYGXAWF92XJ

PayPal ID: paypal@spswoodturners.org

1/1/24 - 1/31/24

### Activity Summary (1/1/24 - 1/31/24)

	USD
<b>Beginning Available Balance</b>	<b>214.70</b>
Payments received	225.00
Payments sent	0.00
Withdrawals and Debits	-214.70
Deposits and Credits	0.00
Fees	-10.30
<b>Ending Available Balance</b>	<b>214.70</b>





Pam Parson &lt;pajamms520@gmail.com&gt;

**[South Puget Sound Woodturners] Your Daily Sales Summary Report for January 18, 2024****Square Reports** <noreply@messaging.squareup.com>  
To: square@spswoodturners.org

Fri, Jan 19, 2024 at 12:31 AM



## South Puget Sound Woodturners, your sales from Thursday<sup>+</sup>

Get real-time, customized sales reports anytime in your Square Dashboard, or from  
the free Square Dashboard app for iPhone.

[VISIT YOUR DASHBOARD >](#)**Thursday Jan 18, 12:00 AM - Thursday Jan 18, 11:59 PM PST**[Set your business hours to receive this email on your schedule >](#)

GROSS SALES

**\$695.00**

SERVICE CHARGES

**\$0.00**

RETURNS

**\$0.00**

DISCOUNTS &amp; COMPS

**\$0.00**

NET SALES

**\$695.00**

TAX

**\$0.00**

TIPS

**\$0.00**

AVERAGE TIP RATE

**0.00%**

FEEs<sup>1</sup>

(\$19.67)

EFFECTIVE FEE RATE<sup>2</sup>

2.83%

TOTAL COLLECTED

\$695.00

+ Does not include transfers; partial, uncompleted, or unsettled payments; or sales taken with no internet connection

<sup>1</sup> Includes Square processing fees and any third-party fees (e.g. courier fees)

2 2.6% + \$0.10 (16 Payments)

## HOURLY SALES

\$529.00

\$264.50

12AM      3                  6                  9                  12PM      3                  6                  9

JAN 18 VS. LAST 7 DAYS

\$695.00

\$347.50

T F S S M T W **T**

\$695.00

\$695.00

\$0.00

Jan 18

Last Thursday

8-Day Average

## Your Item Sales

TOTAL ITEMS SOLD

29

TOTAL ITEM SALES

\$695.00

TOP-SELLING CATEGORY

Membership

TOP-SELLING CATEGORY SALES

\$495.00

TOP-SELLING ITEMS

Membership Renewal × 10	\$450.00
Green Wave Mylar Backed Sanding Disks (3" Oversized)	\$70.00
SPSW Membership × 1	\$45.00
EkaMant Blue Sanding Discs 2"	\$19.00
Walnut Oil / Carnuba / Shellac × 1	\$18.00
High Build Friction Polish × 1	\$18.00
Walnut Oil Microcrystalline Bowl Finish × 1	\$14.00
Tuffy Tapered Sanding Disc Mandrels 2" × 2	\$14.00
Nomar Grinder Angle Gauge × 2	\$10.00
Starbond Medium, Kit × 1	\$10.00

Your Customers

CUSTOMERS SERVED

15

NEW CUSTOMERS

7

RETURNING  
CUSTOMERS

8

47%

53%

New

Returning

CONNECT WITH YOUR CUSTOMERS ›

## Share Square to Earn Rewards.

1. Send your referral link to a friend who might benefit from using Square.
2. Once they start processing payments after signing up with your link, you'll both receive free processing on up to \$1,000 in sales. As an existing seller, you can instead opt to get \$20 off a Square Reader for contactless and chip payments.
3. Keep sharing the love to earn more rewards - for you and your friends.

[squareup.com/i/i/SOUTHPUGE1](https://squareup.com/i/i/SOUTHPUGE1)

Or share via social media / email



LEARN MORE ABOUT SQUARE'S REFERRAL PROGRAM ›

Waived processing fees are reimbursed to your account on each transfer. Once you process \$1,000 of card payments or 180 calendar days has passed (whichever occurs first), you'll be automatically charged your standard per-transaction fee going forward.



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OAKLAND, CA 94612

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2/7/2024

**Budget YTD 2024 - 2024**  
1/1/2024 through 12/31/2024 Using SPSW 2023 Budget

Page 1

Category	1/1/2024 Actual	- Budget	12/31/2024 Difference
<b>INCOME</b>	<b>1,550.33</b>	<b>9,310.00</b>	<b>-7,759.67</b>
Donation	0.00	210.00	-210.00
Tool Sales	0.00	0.00	0.00
Wood Sales	0.00	150.00	-150.00
Other Donation	0.00	60.00	-60.00
Membership	1,170.00	5,400.00	-4,230.00
Sales	380.33	2,400.00	-2,019.67
Store Sales	380.33	2,400.00	-2,019.67
Square Deposit	0.00	0.00	0.00
Wood Auction Sales	0.00	1,300.00	-1,300.00
<b>EXPENSES</b>	<b>123.62</b>	<b>17,070.66</b>	<b>16,947.04</b>
AAW Liaison DL	0.00	0.00	0.00
AV Media DL	0.00	50.00	50.00
Director at Large	0.00	0.00	0.00
General Withdrawal	0.00	0.00	0.00
Industry Coordinator DL	0.00	1,646.33	1,646.33
Auto & Transport	0.00	125.00	125.00
Licensing	0.00	50.00	50.00
Maintenance	0.00	75.00	75.00
Other Auto & Transport	0.00	0.00	0.00
Holiday Party Gifts	0.00	500.00	500.00
Lathe Maintenance	0.00	200.00	200.00
Other Industry Coordinator DL	0.00	0.00	0.00
Membership Director	4.12	100.00	95.88
Membership Printing	0.00	20.00	20.00
Name Tags	0.00	20.00	20.00
Postage For Membership	4.12	60.00	55.88
Other Membership Director	0.00	0.00	0.00
Mentoring DL	0.00	0.00	0.00
Misc.	0.00	0.00	0.00
Newsletter Director	0.00	0.00	0.00
President	37.14	1,682.00	1,644.86
Club Members Benefits	0.00	1,332.00	1,332.00
Gifts	0.00	100.00	100.00
Gift	0.00	0.00	0.00

2/7/2024

**Budget YTD 2024 - 2024**  
1/1/2024 through 12/31/2024 Using SPSW 2023 Budget

Page 2

Category	1/1/2024 Actual	- Budget	12/31/2024 Difference
Other Gifts	0.00	100.00	100.00
Woodworking Tools	0.00	275.00	275.00
Other Club Members Benefits	0.00	0.00	0.00
Event Supplies	37.14	300.00	262.86
Printing	0.00	50.00	50.00
Other President	0.00	0.00	0.00
Reimbursement	0.00	0.00	0.00
Secretary	0.00	0.00	0.00
Social Media Director	0.00	0.00	0.00
Store Director	0.00	2,020.00	2,020.00
Supplies	0.00	2,020.00	2,020.00
Store Inventory	0.00	2,000.00	2,000.00
Store Supplies	0.00	20.00	20.00
Other Supplies	0.00	0.00	0.00
Treasurer	82.36	8,202.33	8,119.97
Admin	0.00	50.00	50.00
Facilities	0.00	6,760.00	6,760.00
Maintenance	0.00	10.00	10.00
Meeting Place Rental	0.00	6,550.00	6,550.00
Other Facilities	0.00	200.00	200.00
Fees & Charges	12.36	200.00	187.64
Insurance	0.00	435.00	435.00
Subscriptions	0.00	200.00	200.00
Tax Filing	70.00	60.00	-10.00
Other Treasurer	0.00	20.00	20.00
Vice President Programs	0.00	3,240.00	3,240.00
Demonstrator Fees	0.00	1,840.00	1,840.00
Webmaster Director	0.00	130.00	130.00
Website Domain	0.00	130.00	130.00
Wood Rat DL	0.00	0.00	0.00
<b>Net Difference:</b>	<b>1,426.71</b>	<b>-7,760.66</b>	<b>9,187.37</b>

2/7/2024

Monthly Income/Expense Summary - Jan 2024  
1/1/2024 through 1/31/2024

Page 1

Category	1/1/2024- 1/31/2024
<b>INCOME</b>	
Membership	1,125.00
Sales	
Store Sales	380.33
TOTAL Sales	380.33
<b>TOTAL INCOME</b>	<b>1,505.33</b>
<b>EXPENSES</b>	
Membership Director	
Postage For Membership	4.12
TOTAL Membership Director	4.12
President	
Event Supplies	37.14
TOTAL President	37.14
Treasurer	
Fees & Charges	
PayPal	10.30
TOTAL Fees & Charges	10.30
Tax Filing	70.00
TOTAL Treasurer	80.30
<b>TOTAL EXPENSES</b>	<b>121.56</b>
<b>TRANSFERS</b>	
FROM Paypal	214.70
TO Keybank	-214.70
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>1,383.77</b>



Expenses by Category-By Month - Jan 2024

1/1/2024 through 1/31/2024



<div></div>	Treasurer:Tax Filing	\$70.00	57.58%
<div></div>	President:Event Supplies	\$37.14	30.55%
<div></div>	Treasurer:Fees & Charges:PayPal	\$10.30	8.47%
<div></div>	Membership Director:Postage For ...	\$4.12	3.39%
Total		\$121.56	

2/7/2024

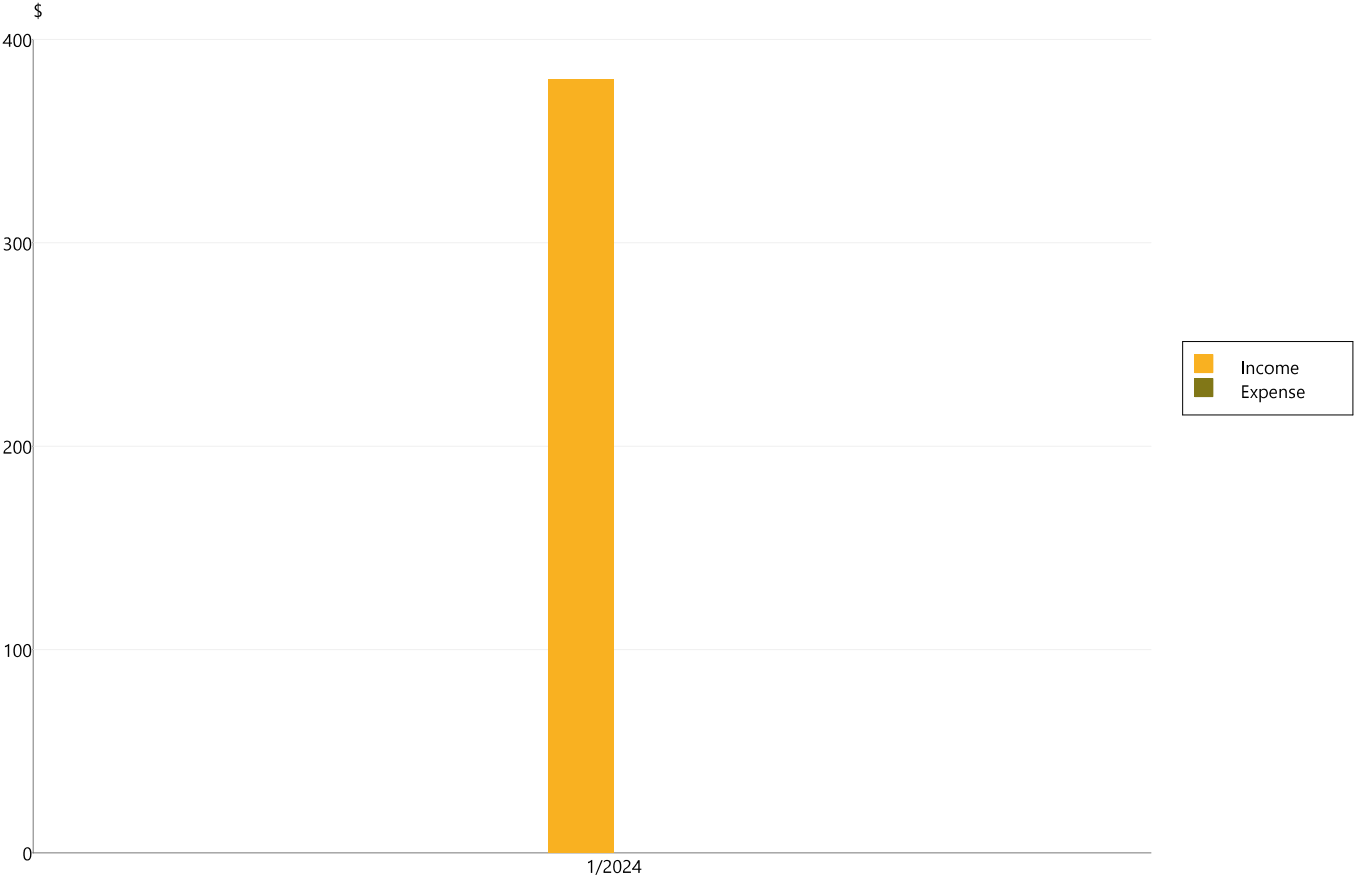
Expenses by Category-By Month - Jan 2024  
1/1/2024 through 1/31/2024

Page 1

Category	1/1/2024- 1/31/2024
Membership Director	4.12
Postage For Membership	4.12
President	37.14
Event Supplies	37.14
Treasurer	80.30
Fees & Charges	10.30
PayPal	10.30
Tax Filing	70.00
OVERALL TOTAL	121.56

Store Sales and Supplies YTD - Jan 2024

1/1/2024 through 1/31/2024



2/7/2024

Store Sales and Supplies YTD - Jan 2024  
1/1/2024 through 1/31/2024

Page 1

Category	1/1/2024- 1/31/2024	OVERALL TOTAL
<b>INCOME</b>		
Sales	380.33	380.33
<b>TOTAL INCOME</b>	<b>380.33</b>	<b>380.33</b>
<b>OVERALL TOTAL</b>	<b>380.33</b>	<b>380.33</b>