

APPROVED at the Board Meeting of 20080507 1905h eastern

Brenda Baker, Joel McCarty, Chris Gunn, Curtis Milton, Rick Collins, Will Beemer, Al Anderson, Whit Holder, Grigg Mullen, Sandy Bennett, Leon Buckwalter

Timber Framers Guild
Board of Directors Conference Call
Wednesday, April 2, 2008
7:00 Eastern Standard Time

In attendance:

Board members: Brenda Baker, Sandy Bennett, Leon Buckwalter, Rick Collins, Whit Holder, Grigg Mullin.

Staff: Will Beemer, Sue Warden

Absent: Al Anderson, Chris Gunn, Curtis Milton, Joel McCarty

In Curtis (Pres) and Chris's (VP) absence, Treasurer Rick Collins presided over the meeting.

Minutes from the March 5th, 2008 Board call were approved. Joel directed to post to the TFG website. Approved minutes documented and recorded in the TFG office.

There was a question regarding the 2008 budget confirmation. It was approved on the February Board call. The current financial report was reviewed. No questions. Sue left the call following review of the financials.

Executive Directors report:

Written reports were submitted prior to the call. See attached reports.

There were a few questions regarding the schedule on Joel's report. Rick commented that Curtis had a few questions about where and when hours should be logged and what constitutes a Guild project. Those questions will be clarified when Curtis and Joel are available.

Al Anderson comes onto the call at 7:15 for 10 minutes. Asked what the status of the letter to the Carpenters Fellowship that was developed with an invitation to have a representative from CF to be in a more formalized role with the TFG.

ACTION ITEM: Whit is to forward the most recent version of the letter that was written to Will who will send it to Norman Guiver, Exec Director of Carpenters Fellowship.

Will has requested Board approval of an additional TFG credit card for the Executive

Directors. This will help to streamline the accounting processes. A motion was made by Rick, seconded by Leon, and approved to authorize Will to apply for an additional TFG credit card

Will reported that the TTRAG conference was a success. Attendance was over 150; NCTC is a great facility but too small for a traditional national conference.

Committee reports:

Projects Committee – Rick and Whit (Chris Koehn chair)

3 Projects planned for this year. There is only a signed agreement for one, Silver Park. The Gindler Park and Visalia Ball Park contracts should be signed soon. Providence Farm moved from 2009 to 2010.

Whit discussed how to get new members on the Projects committee. A notice will be going into Scantlings for ‘super volunteers’.

Will had a meeting earlier today with Joel, Maureen, Cutis and Rick (anyone else??) on how to get project budgets more viewable to the Board and a system to have the reporting mechanisms better maintained. Also looking at a better budgeting report/tool for estimating and forecasting. This will ultimately be in staff hands for implementation. Will wants it to be an ongoing document.

There was discussion regarding specific notification to the TFBC on projects that are occurring so that local TFBC members can be made aware.

ACTION ITEM: Joel to notify Pam Hinton, TFBC ED, regarding location of confirmed Guild projects.

Joel has been communication regularly with Pam. Reminded that Maureen’s job description is Projects exclusive with the Projects being the income source for funding.

Education Committee – Will

There is a Q & A forum being developed for Scantlings to help educate the members on how some things within the Guild are done. Examples are, ‘How are conference speakers chosen?’ That will be the first question for the forum and Will is going to write the response. The Education Committee will write and research the questions and send to Patty for publication.

Membership Committee – Leon

Meeting report attached. Whit asked if there would be different color badges for new members at the Western conference? Yes, the new members will have a green bar.

Everyone is encouraged to look for the new members and welcome them.

Current membership – 1608, 58 new members

Will said there were more renewals at the end of March but because of the reporting lag time, not everyone is included in the current membership numbers.

Nominations – No written report

Chris has a request for nominees in Scantlings.

Conferences – Will

TTRAG – all of the bills are not yet in. Budgeted for \$6,000 net. Looks like it will be closer to \$10,000. It went really well.

Conference sites are determined through 2009. No sites yet for 2010. The number of conferences per year will be reviewed and determined by increased collaboration with the TFBC. Will is going to be looking at the possibility of more focused conferences, i.e. a Design and Engineering conference. The location in Saratoga could be a possibility. As the cost of hotel space increases Will and David will research the best opportunities. The Western Conference in Coeur d' Alene has just over 250 attendees. Should have over 300. Will to decide if the Log Grading pre conference workshop will happen after the ILBA conference. Currently has a low registration number. Will thinks 5 tracks for a conference has gotten to be too many. He will be looking at scaling back for the Eastern conference.

Human Resources – Brenda

The ED's have received the formalized written copy of the 2006 Evaluations. The written summaries of the verbal 2007 evaluations have been sent to Curtis and Rick for review. HR will meet at the Western conference to develop a plan of action for 2008.

Scholarship committee – Will

\$3800 of the \$9,200 available has been awarded. There are 14 scholarships for the Western conference. All recipients are helping out in some way, writing articles, supplying sawhorses, teaching the kids workshop, recording, helping with the auction.

Curriculum – Will

Has gotten quite a bit done. Brian Ward, Ken Rower and Will are working on a template for future curriculum articles. More details on the curriculum in Will's ED report. Drafts should be forthcoming on Project Management, Rigging (Grigg), Forklift and Scaffolding (Joel). Will should have 6 portions of the Curriculum in place by Camp Letts, as well as the Safety Manual.

The Curriculum Committee, Gordon MacDonald, Leon, Buckwalter Cutis Milton, Kathy Martin, Chris Feddersohn, John Miller and Rudy Christian will be reviewing curriculum materials. Will to get Brian Wards latest draft to the committee for review.

Publications – Will

Written report submitted. Will explained the 'unexpected steeple book' mentioned in the report. Had enough information to put together a book. Will has submitted the Truss Book to APT, Association for Preservation Technology, for the book of the year at Jan Lewandowski's suggestion.

Ken seems to be happy with the new printing source.

Marni Jones was not able to come up with more sources for publications advertising. She will continue to look for new advertising possibilities. She did a nice job on the conference proceedings.

Curtis comes on the call at 8:05 after realizing the central time zone confusion.

Curtis asked about the amount of volunteer hours indicated on the call log. Commended the Education committee for the Q & A Forum.

Will suggested a timber frame glossary that can be consistently maintained and added to on a regular basis. Discussed the 2007 Web Report prepared by Janice Wormington. Will to post this on basecamp for further review. It was also included in the F2F Board folder.

Chris Gunn came onto call at 8:30.

Old Business:

Carpenters Fellowship Letter – reported earlier

By Laws Review – deferred lengthy discussion to the Board meeting in Idaho. Board members will review edits from the By Laws committee for comments prior to the Idaho meeting.

ACTION ITEM: Curtis will notify the Board members of the time and location for the meeting in Idaho.

Committee chairs – Clarified that there is a TFG Board member on each committee but the committee chair can be a non Board person.

TFEC – Reviewed the proposal for a Design Standard submitted by the Timber Frame Engineering Council. Payment can be made following completion of the report. Expected completion date in 2009. Will be included in the 2009 budget. Motion to approve proposal by Sandy/seconded by Rick. Approved.

New Business:

Tool sales on the webstore. Will is concerned about the liability to the Guild for tools sold through the TFG website. He's specifically concerned about selling the replacement bases for the Makita saws. After thorough discussion, the Board decided that it is a member service and will not change anything at this time. Curtis and Rick will follow up with Timberwolf and to let them know of the Board's decision.

Curtis will be requesting agenda items for the members meeting in Idaho and the year in review.

Meeting adjourned at 9:05 EST.

Next schedule conference call – Wednesday, May 7th, 2008 7:00 EST