

# Approved

## TIMBER FRAMERS GUILD, BOARD OF DIRECTORS

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### MINUTES OF MEETING

Date: Wednesday, 30th Aug 2006  
Time: 19:00 – 21:30 EST  
Location: Teleconference

#### Present (TFG):

Brenda Baker  
Will Beemer  
Joel McCarty – Minutes  
Rick Collins  
Grigg Mullin  
Curtis Milton  
Leon Buckwalter  
Rudy Christian  
Al Anderson  
Gord Macdonald

#### Apologies (TFG):

Laura Brown

### 1. Matters Arising

All Minutes of last meeting approved.

### 2. Financial Reports (presented by Sue Warden)

Treasurer Milton had some questions. Sales and Cost of Good Sold ratio, ok? Skewed by presence of inventory in the present. Do we have a policy on these margins? Pricing philosophy is variable by type of item. Somewhere between 20-33%, not including S&H.

Approved budget shows no amortization of income, but does post expenses over time. Is there a better way to do this? Long, long discussion about the time factor in our budgeting. Action item for Becket; balance project income and expense budget postings throughout the year to more accurately account for the passage of time.

Investments; there is some risk in the proposal on the table. More than we are exposing our member's money to under the current management plan. This Board is comfortable moving forward with the new financial advising group and this new balance of risk and return. Rudy advocates for an even broader investment plan; perhaps setting up separate accounts (and strategies) for Life Time Membership Funds, Scholarship Funds, general funds, etc. Action Item: Curtis, Rudy and Will work work up a proposal, and report back. Will recommends on the advice of BT, and the Board concurs, that we no longer

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link fund distribution to earnings, using a set percentage of fund balance instead. Heads up to the Finance Committee.

## **Office Reports**

Becket. Brief q&a about the OSHA grant (September announcement at the earliest), and its potential on line component. We'll be standing by. The transition to the on-line version would be/will be fairly straightforward in light of all the groundwork that Will has done.

Brief discussion concerning the Amazon publications program, which is moving towards break-even. We're going to give it another year or so before we decide to expand it or cut back. Adding new publications is real easy. The broader the selection the better.

Brief discussion of the Purchase Office process, and whether or not we should apply it to Projects. We'll take it up at the next Projex Comm meeting, and report back to the Board. The intent is to make this part of the PM's responsibilities, not to increase the workload in Becket.

Will is working on putting together a French Tour May/June 07, in cooperation with the instructor at ASoBA, Bruno Suter.

HR will have a discussion at their next meeting about ED hours in Alstead.

Brief discussion about Quaker Meeting House Project in Canterbury (NH).

Brief discussion about the Apprentice Tour. Gratitude expressed all around. ALL FOUR have gainful employment. What a success!

## **Deferred Project Report**

No report from **Education, or Membership**

**Nominations**; some movement, lots of loose ends to tie up. Rudy is all over it.

**Conferences**. Another conference call last night, reporting good progress. Minutes attached. Brief Conferendevous discussion. Will and Joel to visit potential site over the weekend.

**Publications**. Short meeting last night. Joel is tasked with finding an editor for the Plan Book. Meeting with a candidate next week. Regular encouragement of the Steeple Grant authors.

**Scholarship**. No report. Many applications anticipated for Roanoke. Nothing on the table at this moment. Blurb in the flyer and blurb in Scantlings, to make this happen.

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**Curriculum.** No report until October. See remarks re OSHA earlier on this call.

**Projects.** Proxy summary report by Curtis.

F&W over, budget still open. Improving systems is essential.

Carriage Hill. Conference calls fast and furious.

BIJAC. Status is very good. Joel to attach John Buday's report.

We have added students and a compensating instructor.

LISEC. Curtis is mentoring CK. Wood is ordered. We are adding a few more volunteer spots. Host is amenable, and Chris has been very persuasive.

On budget and on time. Large assembly crane raising is the plan.

Special Projects Meeting. Joel is to make the minutes of these meetings available to Board and Staff. ACTION JOEL

Summary report by Curtis Milton, supplemented by Brenda Baker. Joel needs to develop a mechanism to address that 'what can I do to help?' question, wherever it comes from. Rudy leads a discussion about access to project related information, an dhow to pay for it. More extensive report to follow, pending the return of RICK Collins and Gordon Macdonald. Will: Project information needs to be immediately available to registrants. We need to be much better at this. This is the continuity piece the SPX group is trying to address.

Job Description link: <http://www.tfguild.org/projects/projectstaffcriteria.pdf>

Joel steps forward to run the basic Jamestowne information past the Board. Longish discussion led by Curtis . . . touching the bases of the timeline . . .the material . . . Joel to circulate notes from his calls with Wm Kelso, the principal.

We are going to schedule another full board call Wednesday night 6 Sept 1900h. Joel will confirm attendance of all.

Board Meeting at the Roanoke, Thursday night, 9 Nov, 1800h. Room TBD.

*Meeting adjourned 21:32 EDT*