



## Affiliate Chapter Annual Report

Affiliate Chapter Name: *Midwest Watch & Clock makers Association*

Affiliate Chapter Address: *1169 Veronica Lane Mendota Heights Mn 55118*

### Current Chapter Officers

President: *Mark Purdy*

Vice President: *vacant*

Secretary: *Stewart Helburn*

Treasurer: *Wes Cutter*

Key Contact Person: \_\_\_\_\_ Email Address (required): \_\_\_\_\_

Other \_\_\_\_\_

Type of Chapter:  State Chapter  Local Chapter  Theme Chapter

How many guilds? \_\_\_\_\_ Are you incorporated?  Yes  No

Number of members: \_\_\_\_\_ Number of regularly scheduled meetings per year: \_\_\_\_\_

### Programs Presented\*

Number of AWCI Bench Courses: *0*

Number of AWCI Video Programs: *0*

Number of AWCI Speakers: *1*

Number of Technical Programs from Industry: *0*

Number of Technical Programs by Members: *0*

Number of Programs Related to Horology\*: *0*

Number of Programs NOT Related to Horology\*: *0*

\*Please Describe These Programs:

### Annual Convention

Do you hold an annual convention?  Yes  No

Date Usually Held: *May*

**PROGRAM**

1. What types of activities and programs are usually included in your typical convention?

- Annual business meeting
- AWCI speakers
- Industry speakers
- AWCI bench courses
- Other related activities
- Banquet
- Tours
- Other social activities

*Auction*

**ATTENDANCE**

1. Those invited to attend are:  Members  Non-members  Family

2. What was the attendance at your last convention?

*Approximately 40*

3. What percentage of members attends your convention?

*90%*

4. Do you provide for registration for certain programs only?

Yes  No

5. What is your policy on advance registration, i.e., is it required?

Yes  No

A. Are incentives offered?  Yes  No

B. If so, what are they?

*Discount*

**CONVENTION BOOKLET**

1. Do you publish a convention booklet?  Yes  No

2. Do you plan for booklet ads to:  Show a profit  Cover production costs only

3. Are any profits applied to other convention costs?  Yes  No

4. What is your latest fee for a full-page ad?

*\$125*

5. How many copies of your last convention booklet were circulated?

*copies were mailed to advertisers - E-mailed & viewable on website*

6. These were given to:

- Attendees only
- All members
- Others, describe

*advertisers*

## Affiliate Chapter Convention Questionnaire

Because the sharing of experience is one of the real values of AWCI Affiliate Chapters, we ask that you please complete this questionnaire on your annual convention. Each chapter can draw upon the information on this form to help make its convention better, and those chapters which don't hold such a convention may be inspired to begin planning their own.

Please answer as fully as possible. A copy of your last convention booklet for each chapter would be a useful adjunct to this report.

### PLANNING

1. Convention is planned by:

- Executive officers and directors
- Permanent convention committee
- Temporary convention committee
- Other, please specify

2. How long before the convention are:

- A. Dates and location confirmed? *4 months*
- B. Speakers and program confirmed? *3 months*
- C. Publicity activities begun? *3 months*
- D. Registration forms sent? *2 months*
- E. Exhibitors invited?

3. When and where was your last convention held?

*St Paul Mn. Kelley Inn*

4. How many days does your convention last?

*1 - may*

5. How many conventions have you held to date?

*yearly*

### FUNDING

1. Your convention is funded by:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Registration fees      | <input type="checkbox"/> all <input checked="" type="checkbox"/> part* |
| <input type="checkbox"/> Association treasury              | <input type="checkbox"/> all <input type="checkbox"/> part*            |
| <input checked="" type="checkbox"/> Convention booklet ads | <input type="checkbox"/> all <input checked="" type="checkbox"/> part* |
| <input type="checkbox"/> Exhibitors' fees                  | <input type="checkbox"/> all <input type="checkbox"/> part*            |
|  | <input type="checkbox"/> Other   |

\*Please give approximate percentage

2. Are guest speakers charged for:

- A. Registration fees?  Yes  No
- B. Meals?  Yes  No
- C. Rooms?  Yes  No
- D. Other activities?

3. What was the registration fee for your last convention?

*\$40 pre. \$50 at Door*

**PUBLICITY**

1. We use the following forms of publicity:

- Descriptive brochure with registration blank
- Association newsletter
- Trade ads
- Signs
- Cooperative mailings by AWCI/by material houses
- Other (describe if not covered below)

2. Do you arrange for:

- TV coverage
- Radio coverage
- Local press coverage
- Trade publication coverage

**EXHIBITORS**

1. Do you invite members of our industry to set up exhibits?  Yes  No

2. Do you make space arrangements for them?  Yes  No

A. If so, do you charge rent to:  Cover cost  Make a profit

3. Do you schedule time for exhibit viewing?  Yes  No

**COMMENTS**

**Affiliate Chapter:**

**Prepared by:**

**Title:**