



## Affiliate Chapter Annual Report

Affiliate Chapter Name: **Minnesota Clockmakers Guild**

Affiliate Chapter Address: **4651 152<sup>nd</sup> Court, Apple Valley, MN 55124-6801**

### Current Chapter Officers

President: **Richard Zielike**

Vice President: **NA**

Secretary: **Dean Ziegenbein**

Treasurer: **Al Wenzel**

Key Contact Person: **Dean Ziegenbein**      Email Address (required): **dpz72@hotmail.com**

Other **Richard Zielike**

**Type of Chapter:**  State Chapter       Local Chapter       Theme Chapter

How many guilds? **1**      Are you incorporated?  Yes       No

Number of members: **46**      Number of regularly scheduled meetings per year: **12**

### Programs Presented\*

Number of AWCI Bench Courses: **0**

Number of AWCI Video Programs: **0**

Number of AWCI Speakers: **2**

Number of Technical Programs from Industry: **1**

Number of Technical Programs by Members: **5**      Number of Programs Related to Horology\*: **11**

Number of Programs **NOT** Related to Horology\*: **1**

**\*Please Describe These Programs: Problem Clocks -what did you do for repair**

**Hands-on Hairspring Manipulation, (two sessions)**

**Bushings- when to re-bush, size of bushing**

**Video and discussion - File Philosophy, from the Woodwright's Shop with Roy Underhill**

**Demonstration of a shop made Pivot Polishing Machine**

## Symposium

Carleton College Instrument Lab and Goodsell Observatory

E. Howard Tower Clock Restoration Project

Making the "One Brick Forge" for heat-treating tools you make

## Annual Convention

Do you hold an annual convention?  Yes  No Date Usually Held: **April**

## Annual Dues

Regular Member \$ **25**

Associate Member \$ **NA**

Student Member \$ **NA**

Other

\$ **NA**

## Election Policy

Members Elect Directors

Members Elect Officers

Directors Elect Officers

Other

## Newsletter

Do you produce a newsletter?  Yes  No If yes, how often? **Monthly**

Paid ads?  Yes  No How do you distribute your newsletter?  Mail  Email  Both

Social Activities (please describe): **Planning meeting and dinner before regularly scheduled meetings**

Civic Contributions:

Future Plans:

Most Successful Projects: **Symposium**

**Visit to Carleton College Instrument Lab, Riefler Clock, E. Howard Regulators, Rail Road Time signal Equipment, and Goodsell Observatory**

**Problem Clocks -what did you do for repair**

Comments: **Emailing our newsletter to 83% of our members has reduced mailing cost and improved timely delivery.**

**Adding photo pages to our newsletter has increased interest in what is happening at our guild meetings.**

**Affiliated Chapter articles printed in HT has increased interest, membership, and attendance at our guild meetings.**

**Awarding door prizes, usually horological books, is always well received.**

Proposals for the AWCI Board of Directors: **Having more technical clock repair articles in HT would enhance readership for a major part of the membership.**

Report prepared by: **Dean Ziegenbein**

Title: **Secretaty**

## **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? **2 months**
  - D. Registration forms sent? **2 months**
  - E. Exhibitors invited? **2 months**
3. When and where was your last convention held? **April; Kelly inn, St. Paul, MN**
  4. How many days does your convention last? **1**
  5. How many conventions have you held to date? **20+**

### FUNDING

1. Your convention is funded by:
 

<input checked="" type="checkbox"/> Registration fees	<input type="checkbox"/> all <input type="checkbox"/> part*	<b>25%</b>
<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 type="checkbox"/> part*	<b>20%</b>
<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? **Yes, if they attend any courses offered.**

3. What was the registration fee for your last convention? **\$35 for members - \$55 non-members**

### 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

### ATTENDANCE

1. Those invited to attend are:  Members  Non-members  Family
2. What was the attendance at your last convention? **37**
3. What percentage of members attends your convention? **54%**

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? Reduced early registration fee.

### 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? **\$120**
5. How many copies of your last convention booklet were circulated? **200**
6. These were given to:  
 Attendees only  All members  Others, describe

### PUBLICITY

1. We use the following forms of publicity:  
 Descriptive brochure with registration blank  
 Association newsletter  
 Trade ads  
 Signs  
 Cooperative mailings by AWC/ 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: Minnesota Clockmakers Guild**

**Prepared by: Dean Ziegenbein Title: Secretary**