

# AWCI Board of Directors Conference Call

## Thursday 6/16/2011

### Board Present:

- Mark Butterworth, President
- Manuel Yazijian , Vice-President
- Henry Kessler, Treasurer (IAB Director)
- Doug Thompson, Secretary
- David Douglas, Director
- Glenn Gardner, (Affiliate Chapter Director)
- Ron Iverson, Director
- Ron Landberg, Director (joined the conference late)
- Joe Schrader, Director
- Jason Ziegenbein, (REC Director)
- Joe Juairé, Director
- Gene Bertram, Director

### Non-voting present:

- Paul Wadsworth, Parliamentarian

### Staff:

- James Lubic, Executive Director
- Tom Pack

### Guest:

- Arnie Van Tiem (Director elect)

Meeting called to order at 7:33PM EDT (6:33PM CDT/5:33PM MDT/4:33PM MST- PDT).

President Butterworth stated that Mike Gainey, the Honor Awards Committee Chair, would like two names added to that committee.

### Motion #1: Honor Awards Committee

Approve the addition of John Bryant and Bob Ockenden to the Honor Awards Committee.

**Voice Vote:** Unanimous approval (10/0/0).

Butterworth noted that the 2011-2012 budget has been crafted and that final recommendations from the Finance Committee are forthcoming. He stated we would need to vote on a budget extension until that new budget is formally approved. Lubic mentioned that doing so is common practice.

### Motion # 2: Juairé, 2<sup>nd</sup> Schrader

Extend the current budget to no later than the annual meeting, in order to secure a proper budget from the Finance Committee and Management.

**Voice Vote:** Unanimous approval (10/0/0).

Butterworth then mentioned the next item of business: Computer software and hardware upgrades. Treasurer Kessler stated that to his knowledge there were no objections from either Finance Committee members or Board members regarding this subject.

### Motion # 3: Finance Committee

Move forward with the computer software and hardware upgrades.

**Discussion:** Pack noted that Computer System Innovations submitted the accepted bid for the software/hardware upgrades at about \$43K. Originally the funds were to be approximately split between the two budget years (2010-2011 & 2011-2012).

**Roll Call Vote:** Unanimous approval (10/0/0).

Butterworth noted that proposals for the AWCI clock classroom renovation had been offered.

**Motion # 4:** Juairé, 2<sup>nd</sup> Thompson

Approve classroom renovations, such as the bid from Kaeser Losekamp, Inc. for \$10,872.00 to modify the existing clock classroom by enlarging the current polishing area next to it, divide the remaining clock classroom into 2 (two) rooms for lecture/instruction (as well as continued clockmaker training) and to also accept the Kaeser Losekamp bid of \$5692.00 to modify the current wall mounted benches in said classroom to free standing benches, so that they may be flexibly arranged according to instructor needs.

**Discussion:** Lubic noted that a variety of bench configurations would be possible as there would be some individual benches (6 in the clock instruction area) and also blocks of benches (2 blocks of 2 benches, + 2 individual benches in the general instruction area). Arbe Machine Manufacturing, Inc., donated a polishing machine for this classroom. These renovations will be financed by the Rolex Challenge Grant.

**Roll Call Vote:** Unanimous approval (10/0/0).

Mr. Landberg joined the conference at this point (7:03PM EDT).

**Motion # 5:** Bertram, 2<sup>nd</sup> Kessler

To allow management to possibly hire a current staff familial relation part-time if found to be the best qualified job candidate upon interview.

**Discussion:** The office staff has recently lost 2 employees (though one fulltime opening has been filled), but job descriptions have been divided up differently than for the previous employees. It has been difficult to find applicants willing to work part time and the issue was brought up in order to comply with Policy Manual section 2.1999.01.

**Roll Call Vote:** Unanimous (11/0/0)

Pack was recognized by the chair and he elaborated on a favorable proposal that would change banks and refinance the AWCI debt to a predictable situation. It would allow the staff and Finance Committee to create a budget with banking fees/interest as a known constant factor, rather than being subject to LIBOR. There was extensive discussion regarding the proposal and it was felt that the BOD should have more time to examine the issue. Kessler would share updated information with the Finance Committee. Pack agreed to send out the banking proposals and the BOD would vote via email on the issue.

**Motion # 6:** Kessler, 2<sup>nd</sup> Yazijian

Waive the 5 day discussion period on the proposed refinance of the AWCI debt.

**Voice Vote:** Unanimous approval (11/0/0).

The next conference call/VOIP was scheduled for July 8<sup>th</sup>.

There was some discussion on the 2011-2012 Budget and it was decided that a vote should take place during the next conference call.

Some discussion regarding the 2011 Annual Meeting.

Yazijian initiated discussion on spare parts, it was based on an email received from a member regarding brand spare part position and had been forwarded to the BOD during the conference. Lubic was asked to contact and clarify the issue from the brand in question. He agreed to do so. It was decided that a position statement should be drafted stating AWCI's position on the issue.

Motion to adjourn: Thompson, 2<sup>nd</sup> Gardner

**Voice Vote:** Unanimous approval (11/0/0).

Meeting adjourned at 9:15PM EDT (8:15PM CDT/7:15PM MDT/6:15PM MST- PDT).

Submitted for your approval,

Doug Thompson CW21

Secretary