

THE WOODTURNERS ASSOCIATION OF WESTERN AUSTRALIA (INC.)  
**COMMITTEE OF MANAGEMENT**

**MEETING MINUTES**

**Date: 13<sup>th</sup> October 2021, at 12:00pm**

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**Location Wandi Headquarters Club rooms, Wandi Progress Association Complex De Haer Road Meeting opened 12:00pm**

**Roll Call:** Jim Cameron (Immediate Past President), Glenys Hough, Bruce Jackson (President), Ian Ludford, Kerri Nicholls, Andy Hill, Alex McLachlan, David Finch

**Apologies:** Barbara Jennings, David Milton

**Observers : None**

**Election of Office Bearers**

Vice President: Ian Ludford  
Secretary : David Milton  
Treasurer : Kerri Nicholls

**Confirmation of previous minutes:**

Minutes 8<sup>th</sup> September 2021 COM meeting. (see attached to email of this Agenda)

**Moved: Minutes be accepted Ian Ludford seconded Glenys Hough Passed unanimously**

**Safety matters**

- None reported.

**Correspondence In:** (for noting, unless listed elsewhere)

- 11/9 email from Avon convenor re apologies for AGM and Fair attendance.
- 11/9 email from Busselton re Carbetech discount. Circulated to all conveners and secretaries/members and followed up with Carbetech. Individual groups must apply and register.
- 12/9 email from Busselton Secretary on new committee names.
- 13/9 email request from Bunbury Convenor concerning record keeping requirements. Provided advice from Rules and guidelines.
- 13/9 email from editor with issue 218 of Newsletter, put on web and mailjet to all members.
- 13/9 email from Segmenter SIG with minutes of meeting and invitation to all WAWA members to their Christmas function. Circulated by Mailjet.
- 13/9 email from Mandurah secretary with update of club opening times. Web page updated
- 15/9 Web inquiry for turning course and training. Responded but no further contact made by recipient
- 18/9 Web inquiry for turning course and training. Directed to Melville group but no further contact made by recipient
- 18/9 email from newly appointed safety officer from Collie re safety rules. Provided safety guidelines and Andy Hill as contact for these matters.
- 15 to 19/9 various queries re the change of dates at Melville and Avon WeWs. Confirmed new dates right due to hall availability.
- 19/9 email follow up by Mary Byers re the recent life membership and awards citation, photos and other information. Ongoing.
- 20/9 email from Swan convener re cost of repair to lathe that has earth fault and whether it is a WAWA cost. Response that this is maintenance issue and Swans responsibility, WAWA self-insurance same as normal insurance, only if this was fusion etc claim.
- 21/9 email from Beyond Tools requesting availability of someone to demonstrate Dremel tools. No one available.

- 22/9 email from CEO of Mens Shed WA re follow up on attending Conference on 5<sup>th</sup> and 6<sup>th</sup> November.
- 22/9 PO box mail from Ivor Bridges with WAWA history information.
- 28/9 email request via web from member of public re creating custom furniture, responded with referring to ex WAWA member Kevin Luff for help .
- 24/9 email request of member for next years competition items. Provided as a draft.
- 28/9 Avon Convener advised that two members passed away this week Trevor Prangnell, Member Number 3079 passed away from Cancer and same day Allan Bartlett, member number 2891 had a heart attack in Bridgetown.
- 28/9 email from The Wandi Progress Association re AGM will be held on Wednesday 20th of October at the Wandi Hall at 7 pm.
- 28/9 email request via web for doll artist requiring parasol handles to be turned. Referred to Swan group
- 29/9 email from Swan group re demonstration at Waroona Show.
- 30/9 mail from PO Box with member from Bunbury outlining his reason for not renewing membership (ill health) but re stating previously raised issues of group management (resolved). President discussed and no further action warranted. Acknowledged the receipt of letter by a phone call (secretary)
- 30/9 email from new Mandurah member querying tools availability, referred back to Mandurah Convener for assistance.
- 30/9 email from Wandi convener about Fine Timber Co demos.
- 30/9 email request via web from Service Coordinator - Brookman Child and Parent Centre requesting help with getting logs for a community garden. Referred to Melville who have 7 logs that were donated. More wanted.
- 30/9 email request from Mundaring Shire for insurance certificates. Provided.
- 30/9 email from Andrea about disabling gmail account and transferring information over to Matt Lanagan
- 1/10 email from Registrar re update group contact list.
- 30/9 email from Collie reporter forwarding Newsletter info, forwarded to Matt Lanagan.
- 3/10 email via web form member of the public at Waikiki concerning woodturning info, referred to Mandurah group.
- 4/10 email of September financials from Treasurer
- 5/10 email request from Association of Woodturners Great Britain re advertising irtual seminar on 13<sup>th</sup> and 14<sup>th</sup> November.
- 5/10 email from great Southern MRD re Karri, marri and blackbutt trees salvage timber in Denmark area. Referred to Denmark Woodturning Group, Rob Parslow President.
- 5/10 email request via web from member of public at Dongara re replacement spindles for horse buggy. Awaiting further information (sample)
- 5/10 email request via web from member of public at Fremantle concerning turning of signal cannon carriage wheels. Follow up with Melville when additional information provided.
- 7/10 email from member concerning return of competition item. Referred to President.
- 7/10 email copy of invoice issued by treasurer to Royal show for demonstrations in show week.
- 8/10 email request from Joondalup/Wanneroo to advertise road clearing salvage timber.
- 9/10 email request via web from member of public in Dunsborough requesting help with furniture leg restoration, referred to Busselton group.

• **Correspondence Out** (for noting, unless listed elsewhere)

- 13/8 email to CoM members re Merit award nomination from CoM. Positive response in making this award.
- 22/9 email to Swan and Wanneroo/Joondalup with Melville's needs analysis to assist in issues of sourcing alternative premise for these groups.
- 27/9 email to CoM re possible meeting date change, election requirements under the rules, and formation of a more formal structured subcommittee process. Response indicate dates should not change and need to discuss sub committee process.
  - **JIM : Procedures in place to change WAWA event be circulated to COMM prior to undertaking .... Proposed Jim Cameron and seconded Ian Ludford**
- 28/9 email to all executive members re changes to editorial role with Matt Lanagan taking over from Andrea McCandlish.

- 28/9 cc of email from President to Avon Convener expressing his condolences on members passing.

**Moved Correspondence be accepted Proposed Jim Cameron and seconded Ian Ludford Passed unanimously**

**Treasurer:**

**Accounts**

- September Financial Reports; Transaction, Income and statements circulated by email.
- **Moved Financial Reports be accepted Moved Kerri Nicholls seconded Glenys Hough Passed Unanimously**

**Registrar:**

- From Barbara "I have had 222 payments processed so far, leaving 289 yet to pay. I expect that groups have received more than this and I will be collecting at the Joondalup WEWS so numbers should go up quickly from here. Reminders will be sent to unpaid members and lists to groups after the Joondalup WEWS, highlighting October 31 deadline for equipment allowance calculations and late fee".

**Competitions:**

- From Barbara "See the attached briefing on the proposal for a Beginners category in the competition. I propose that we adopt this, commencing with the November competition in Busselton. I am also planning to write something on this for the newsletter to get the word out. In addition, I want to try to get a regular item in the newsletter giving a competition update, mostly where I get questions on competition items which need clarification so the questions and answers can be shared widely.
  - (Bruce) rate of advancement through groups, is it too fast. Should SIG have a special class(es) in the competitions
  - After lengthy discussion... it was agreed to trialling at the WEWS in Busselton in November.... a new category of competition for new beginners or those who don't feel confident entering the Novice category.
  - The Competition Co-ordinator has the discretion to move people up a category if required.
  - A competition Sub Committee chaired by Barbara Jennings including Bruce Jackson, Glenys Hough, Jim Cameron, Ian Ludford and David Finch has been formed to re-examine and overhaul the competition structure, review the scoring and reconceptualise the grading system. To report back to COM
  - Information regarding the trial to go out at this WEWS at Joondalup, in the Bulletin, on the Web and in the Newsletter.

**Procedural Matters for noting**

- Group Public Displays for noting
  - Avon Group to Market and Fair at Minivale, east of Dowerin on 18<sup>th</sup> September
  - Avon Group at Toodyay Show on 2<sup>nd</sup> October
  - Wandi Group Baldivis Lions Club monthly market from 8.00am until 1.00pm on Sat 2 Oct
  - WAWA members from Swan, Wandi, Melville, Mandurah exhibiting and demonstrating at Royal show. 25<sup>th</sup> Sept to 2<sup>nd</sup> Oct)
  - Swan demonstrating at Waroona show 9<sup>th</sup> October
  - Wandi group members at Fine Timber Company (Derek Doak) Open Weekend on 16-17 Oct 2021
  - Shopping Centre group
    - 25<sup>th</sup> to 31<sup>st</sup> October Waterford
    - 22 to 27<sup>th</sup> Nov Phoenix Plaza
  - Bunbury 9<sup>th</sup> October at Bull and Barrel event demonstrating
  - Mandurah 9<sup>th</sup> October holding a Club Breakfast BBQ tomorrow Saturday 9<sup>th</sup> Oct - 8am at Egret Point Mandurah.

**DBC Act & Regulation Negotiations**

## Affiliation Membership Sub Committee

Report.

## Training Sub Committee

Report

- STEP program very successful outcome with some participants finishing items at home
- Next year's Items to be drawn up... Bruce asked who decided on the items to be done. Denis to decide with the Demonstrators what projects to do.
- General WEWS competition quality feedback could guide the choice of projects eg increasing the level of finishing on an item
- Training sub-committee needs to get involved with the novices going forward
- This year's Net cost impact was approx -\$40 a good outcome

## Recruitment and Publicity Sub Committee

No Report

## Communications and Publications sub-Committee

- Newsletter.
  - Matt Langahan is new Newsletter editor...
  - Initial problems with his password access sorted by Ian Ludford...
  - Glenys willing to be contact with Matt for COM content...
  - Glenys suggested better content and broader outlook for example. Articles about STEP ... ask people who attended course to maybe do a write up on their experience... to keep the training in the spotlight..
  - Jim Cameron suggested we may need big stick to encourage people to write up newsletter articles
  - Possibility to revamp or overhaul newsletter format was suggested by Matt
  - Including information younger people would like to see....
  - Allow Matt to decide how to overhaul Newsletter format going forward..
  - Web info to be sent to Matt from Ian
- Website :  
Nothing new.... Mostly positive feedback on Website...

## Facilities and Equipment

- Trailer Storage shed door modification. Door still to be done....
- No Change

## Other Finance

- .Noel Moyes extra payment tracked down and will be refunded
- Andrea use to do Grants for Lottery west.... We need someone to step up to keep tabs on any grants available.Glenys volunteered to chase up Grant possibilities...

## Community outreach

- Men's Shed Conference in November invitation to participate with a table/exhibition. Cost \$150 but only gets one person in. Additional persons \$100 each. Recommendation not to proceed with this matter based on expense and likelihood of no real benefit to WAWA (D. Milton). **Not to be followed up**
- (From Secretary) Contacts from public concerning turning requests. (see correspondence for details) is increasing through webpage. We need to have a register of WAWA turners who can be contacted by secretary with these work requests. It is essential we deal professionally with these requests
- Send out Expression of interest to Members who want to be on the Register and place Register on Website with contact details... expertise... and area ....footnote to the list... to otherwise try local club..... this removes the extra workload from the WAWA Secretary...

## Other Business (Business raised by COM members or groups)

- **Royal show report** (Jon Braine/Mandurah debrief) “Two small lathes as either end of display table ... moved lathes together... voluntary staff asked why we did that seeing as how the turners before were ok with it....site manager visited us to see if all OK... Need more space, a small blower plus a table cover for the items... maybe need to have open competition in another room”... Lex McLachlan to follow up... Lex said we could use Hall of Fame for display of comp items... could increase display possibilities? Lathes were originally set up that way to help keep eye on the comp pieces....
- **If no Woodshow**... ask Royal Show for more space to have competition items on display there.....
- **Demonstration Beyond Tools**... enough people have indicated they would display.... However there was no one person coordination occurring... resulting in it being held on a WAWA WEWS.. Supply Beyond Tools our dates for WEWS so they don't clash....
- Lex asked should we also supply a couple of our lathes to use.
- Need Committee member to look at ALL the WAWA events... like an Events Co-ordinator... Lex McLachlan volunteered
- David Milton has made an initial contact with the Agricultural Hall of Fame re availability of the David Butfield House at the Claremont show grounds for possibly future use in displaying our Open Woodturning Competition items in future years (if Woodshow fails to proceed). The building was originally erected by Millars timber and trading company in 1929 as a display centre for their building products and is a very fine example of a federation style building with extensive timber fixings and panelling. It is recommended that this venue is considered as an alternative to displaying in Heritage Hall where turning demo is done.
- David Milton Proposes after the successful training program (STEP and other components) which was the result of mainly an internal CoM subcommittee, it is now proposed that we also appoint CoM members to head up (chair) sub committees that will have responsibility for:

### Sub\_committees

- **Strategic Plan and governance review**, including Guidelines and Rules. Jim Cameron suggested ...hold off to when Barb and David back for decision
- **Training**...covered with ongoing revisions
- **Budget and Finance, 5 year** plan combined with Grants... Kerri & Glenys
- **Registrar** David Finch
- **Competition Committee** Barb Jennings, Bruce Jackson, Glenys Hough, Jim Cameron, Ian Ludford, David Finch
- **Web page and IT** Ian Ludford
- **Event Co-ordinator** for ALL WAWA sponsored external events eg Royal Show, trade shows (Woodshow) resulting in WAWA publicity. (may include shopping centre group) Lex McLachlan
- **Safety and Weekend Workshop** support and logistics (trailers).... Andy Hill

It is intended that the Chairperson of a sub-committee will form a committee from WAWA members outside of CoM i.e. from groups, to provide assistance in the formulation of recommendations or actions to be taken by CoM. Some type of monthly report to CoM is expected to keep it informed on progress.

- From Barbara “Regarding subcommittees, I'm happy to continue with the Competition and the Registrar. However, if we have any volunteers to take over the Registrar I'm happy to let it go, and in any case I'm likely to be away for a couple of months in April/May next year so having a gradual hand-over before then might be a good idea.
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## Around the Table

- **Trailers** : photo of trailers stacked so it can be loaded correctly. Andy will photograph. Glenys will bring a trailer back home from Joondalup and Barbara will take the second one.
- **Calendar of events** Urgent. To be updated for the website for November Meeting..Form on web for scheduling WEWS allowing the info to get out in timely fashion Ian Ludford
- **Segmenting** items need to be encourage... Show and tell WEWS for embellishment and segmenters... to be discussed by the competition committee .....
- **Profile of members**... Marys listing of citations is excellent... lifting profiles of individual members Clubs to draw up list of members that should be higher profiled.... Before its too late... Convenor's forum can run with this idea... Clubs to organise photos + profiles

Meeting Closed 14:15pm

**Date of next meeting: Wednesday 10<sup>th</sup> November 2021 12:00 pm Carvers Room Wand.**

## Attachments

Proposal for Beginners category in competitions

September financial report

## **Proposed Beginners category for Competition.**

### **Background**

The WAWA Weekend Workshop competition currently has three categories based on skill level – Novice, Intermediate and Advanced. All categories are eligible for the Open awards. In recent times the standard of the entries in the Novice category has been very high, to the extent that many new turners are indicating that they are reluctant to enter as they feel they are not good enough. The Novice category currently caters for turners in their first three years of membership of WAWA, or until they have accumulated 21 points from entries (whichever is sooner). The Competition Co-ordinator has discretion in promotions.

To alleviate this reluctance to participate by new turners we propose to establish a “Beginners” category for new turners, in their first year of turning. In some competitions where the item is considered to be too difficult for a beginner a modified project would be offered. Beginners would not be eligible for the Open award.

The Woodshow Open competition is designed as a showcase of excellence and as such would not be appropriate to include Beginners. This competition would remain with only Novice, Intermediate and Advanced.

### **Budget considerations.**

Prizes for the additional category at each monthly competition would amount to a total of \$600 per year (( $\$30 + \$20 + \$10$ ) x 10 months). An additional set of 3 trophies for the annual accumulated points would be approximately \$130. Any ties for placings may increase this slightly.

### **Possible modified items for 2021/22 calendar.**

- November – round picture frame
- February – lidded box (single box instead of 3)
- March – mortar and pestle (no change)
- April – Lolly bowl
- May – simple cabriole foot (drawing provided, but measurements part of judging)
- June – bowl with rim
- July – Platter (no change)
- August – lidded box, with finial
- September – Pencil pot with embellishment
- October – spinning top
- November – table lamp

### **Proposed Handbook Update**

#### [General Provisions](#)

The WAWA competitions cover a number of divisions.

- (1) The first is the *monthly competition in 4 categories*: Beginner, Novice, Intermediate and Advanced.
- (2) Next is the *Popular vote*, where Members present vote according to their own judgement. Certificates are presented for 1st, 2nd and 3rd places.
- (3) Then there is the *Open competition* where the Novice, Intermediate and Advanced categories are made into one overall category and the judges

of the day select 1st, 2nd and 3rd place getters. Beginners are not eligible for the Open award.

- (4) Where competition items are considered too difficult for Beginners a modified item may be offered.

#### Rules and procedures for Weekend Workshop Competitions

1. The competitions will run from September to August. The September AGM will include the awards presentation.
2. Each Member may enter one item per competition in his/her respective category. Multiple objects (e.g. a pair) will constitute one item.
3. Any item being entered must not have been judged at any prior Association workshop. Items judged at Group level are deemed to be not previously judged and vice-versa.
4. All items will be made to the specifications for that particular competition. Any item not conforming will lose marks in the design criteria.
5. Any item entered must be that Member's own work.
6. All items must be entered by 9.00 am on the day of the workshop. Late entries will not be accepted.
7. Items to be judged will not have any person's name visible.
8. All items to be judged will be ticketed with the category and entry number e.g. N5, I3, A7 and displayed in their appropriate places.
9. The host Group will ensure there is a suitable area to display competition items with the appropriate category markers in place.
10. A minimum of two judges will be selected by the Competition Co-ordinator prior to the competition. The judges selected must not have an item in the competition of the day. They will judge the entries, allocate the place getters and be finished by 2.00pm. The judges' decision is final.
11. Points scored are 7 for 1<sup>st</sup> place, 5 for 2<sup>nd</sup> place, 3 for 3<sup>rd</sup> place and 2 for 4<sup>th</sup> place. In addition, each other competitor receives 1 point for entering the competition. First, second and third places in the Beginner, Novice, Intermediate and Advanced receive a cash prize and certificates.
12. Members are eligible to join the Beginners category in their first year of turning. Previous turning experience prior to joining WAWA will be counted.
13. When a competitor achieves three first placings, or accumulates 21 points, he/she is automatically promoted to the next higher category for the next year. The first placings can be accumulated over a 3 year period. Beginners who have entered more than 8 entries or accumulated more than 15 points at the end of the competition year will be promoted to Novice for the next year.  
Novices will generally be promoted to Intermediate after 3 years of membership, regardless of number of points accumulated.  
All promotions are subject to discretion by the competition committee.
14. Any Member may self promote to any category, but may not demote.
15. The presentation of prizes will be conducted on the day of the workshop.
16. The competition co-ordinator will be permitted to enter competitions.

#### AGM Awards:-

- **Accumulated Points.** Beginner, Novice, Intermediate, Advanced and Popular vote points accumulated during the year. 1st, 2nd and 3rd will all receive a trophy.



- **Keith Stout Memorial Trophy** is awarded for accumulated points in the Open category throughout the year. 1st receives the Perpetual Trophy plus a commemorative trophy to keep; 2nd and 3rd receive a small trophy.
- An Open Competition is held at the annual Wood Show. The **President's Trophy** is presented to the best turned item in the competition, plus a commemorative trophy to keep. The **Cyril Jones Trophy** is presented to the winner of the Popular vote for this competition, plus a commemorative trophy to keep.

# WAWA Inc. Balance Sheet 30/09/2021

## Assets

<u>Current Assets</u>		\$0.00
<u>Cash at Bank</u>	\$30,996.58	
<u>Cash held by Groups</u>	\$114,261.08	
<u>Petty Cash &amp; Floats</u>	\$0.00	
<u>Book Library Float</u>	\$100.00	
<u>DVD Library Float</u>	\$0.00	
<u>Registrar Float</u>	\$0.00	
<u>Shopping Centre Group Float</u>	\$600.00	
<u>Term Deposits</u>	\$0.00	
<u>Bankwest Term Deposit 1</u>	\$84,143.54	
<u>Bankwest Term Deposit 2</u>	\$29,578.85	
<u>Debit Card Bank Account</u>	\$710.55	
<u>Loan to Gosnells Group</u>	\$0.00	
<u>Prepayments</u>	\$938.00	
<u>Non Current Assets</u>		\$0.00
<u>Plant &amp; Equipment</u>	\$253,853.71	
<u>C</u>		\$0.00
<u>Imbalance-AUD</u>		\$0.00
<u>Orphan-AUD</u>		\$0.00
<b>Total Assets</b>		<b>\$515,182.31</b>

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## Liabilities

<u>Current Liabilities</u>		\$0.00
<u>Suspense</u>	\$0.00	
<u>Non Current Liabilities</u>		\$0.00
<b>Total Liabilities</b>		<b>\$0.00</b>

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## Equity

<u>Members Funds</u>		\$0.00
<u>Adjustment - Group Assets</u>	\$0.00	
<u>Cash</u>	\$25,378.78	
<u>Plant &amp; Equipment</u>	-\$13,795.68	
<u>Members Funds b/fwd</u>	\$492,892.49	

<b>Retained Earnings</b>	<b>\$10,706.72</b>
<b>Total Equity</b>	<b>\$515,182.31</b>
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<b>Total Liabilities &amp; Equity</b>	<b>\$515,182.31</b>