

# SUN CITY WEST METAL CLUB

## Executive Board Meeting – February 4, 2010

- I. **Call to Order** by Metal Club (“MC”) presiding officer, President George Wildridge (“GW”) and the meeting convened at 0900 hours at the Men’s Club

The President declared a “Quorum” present:

**Board Members Present**

George Wildridge  
Jim Hesser  
Mike Loiselle  
Bob Freese  
John Grimes  
Si Handzik  
Dave Herring  
Terry Phillips  
Shirley Mellum  
“Doc” Gundersen (Past President)

- II. **Guests present:**

Dick Schuenke  
Mike Steward  
John Holm  
Dan Lukensow CPA

- III. **Minutes:** January 7, 2010 Minutes:

Reading of the Minutes of last month’s Board meeting was waived. Minutes were adopted as circulated and posted on the MC web site. Copies of the Minutes for the last three Board meetings are conspicuously posted at the Metal Club.

- IV. **Treasurer’s Report:** John Grimes reported he had not yet received any of the financial records for 2009 (and previous years) from the previous Metal Club Treasurer, Don Mellum. Grimes orally reported the following account balances but did not provide the Board with a written report. The information was accepted by the Board subject to receiving a written report (subject to audit).

- V. **President’s Report:** GW addressed the following matters:

1. **MC Financial records Audit:** There have been continuous MC member requests for information regarding an audit of the MC’s financial books. Metal Club member Dan Lukensow, a CPA, was invited to the Board meeting to address the Board on the subject of an “audit.” A general discussion of the MC’s finances and procedures followed. “Doc” Gundersen further clarified the Board’s concern with this issue by noting many MC members’ continuing dissatisfaction with the amount of MC financial information available to them about the MC’s finances. He stated there had been numerous requests made to the Treasurer for expanded information from the Treasurer’s report, but that the information had not been provided.

Dan Lukensow’s comments and subsequent discussion addressed the facts that:

- a. There has apparently not been a substantive audit of the financial books in at least six (6) years.
- b. The MC has been operating on an “honor” system.
- c. There are no financial records via which to track income and expenses.

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- d. Internal “audit(s)” were reportedly performed but the Board has no copies of the audit(s) or the results thereof.
  - e. It is reported that the audit committee--Ken Russell, with the assistance of three (3) other persons, Elmer Parsons and two (2) unidentified persons--has “audited” the 2009 financial books and this audit has been turned over to Earl Mackert at the Recreation Center Board. Neither the MC Board nor the Treasurer was provided with either a copy of the audit or summary of findings.
  - f. Lukensow observed that the existing system for handling MC finance matters lacks “common sense” procedures in that there is neither financial information transparency nor is there any sort of substantive control of financial operations; e.g.:
    - [1] The MC lacks a financial committee that would oversee financial operations including audits
    - [2] The Treasurer is neither bonded nor insured
    - [3] Check writing is done with a single signature.
  - g. Lukensow suggested that:
    - [1] The MC purchase a laptop computer for the Treasurer for dedicated to MC financial records
    - [2] The MC Board immediately form a “financial committee” to oversee MC financial operations.
    - [3] All MC checks should be signed by two (2) persons
  - h. Mike Loiselle made a motion: **the MC purchase a laptop computer for the Treasurer.** Motion was seconded. The Board unanimously passed the motion to purchase a laptop computer solely for the Treasurer subject to approval by the MC membership.
2. The Metal Club Secretary position is still open owing to the fact there was no quorum at the January general membership meeting. Mike Steward is temporarily filling this position pending a MC membership decision if a quorum is present.
  3. Dave Teslow has resigned as our information person. The MC has a new member who has the necessary skills and who has expressed some interest in the position. Volunteers to fill/supplement this position will be welcome.
  4. Joe Lenio is researching Central Vacuum systems for possible use in the grinding area.
  5. **Other:**

<b><u>Suggestion Box:</u></b>	<b><u>Issue</u></b>	<b><u>Board action</u></b>
a. Jim Bergstrom:	sell the small trailer	REJECTED
b. Ed Schneider: mc	buy a floor scrubbing machine	REJECTED
c. John Grimes:	have an office manager	REJECTED
d. Dick Schuenke:	Sell the unused excess donated band saw:	
Hesser:	<b><u>motion to sell the band saw:</u></b> seconded,	PASSED 8 to 0
	Paint entry door and cabinet:	DO IT
	Status of Beverly shear: being fixed at this time	
	Move bulletin board and rack:	DO IT
	Install flash curtains in weld area:	DO IT

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Sell old air handler from weld room

Hesser: **motion to sell at price TBD**; seconded.

PASSED 8 to 0

It is noted that Association approval of this sale may be required.

### VI. **Standing Committee Reports:**

1. **Supplies:** Dave Herring: Getting paperwork organized and under control
2. **Welding purchasing:** Terry Phillips:
  - a. Members using too many MIG welding tips; tips not cleaned properly
  - b. Outside weld area curtain problem: being addressed with supplier
3. **Safety:** Hank Nahass: Not present
4. **Nominating:** Jim Bergstrom: Not present
5. **Monitors:** John Holm:
  - a. Insufficient monitors is ongoing problem. Board discussed solutions.
  - b. John Grimes made motion: "All members must monitor at least one day per year." It was seconded and PASSED 5 to 3. It will be presented to general membership at next meeting.
6. **Metal purchasing:** Jim Hesser: Under control
7. **Mail Box:** Dave Icke: Not present
8. **Computer:** Bill Welnick: Not present
9. **Shop Maintenance:** Joe Lenio: Not present
10. **Ramada roof progress:** Dick Schuenke: Status of the Ramada: roofing material ordered and to be here next week.

### VII. **Unfinished Business:**

1. The "Rolling Ladder" project is undergoing final design modification.
2. MC By-Laws: Each member of the Board was to examine a page of the existing By-Laws to ferret out contradictions, conflicts, misinformation, etc., between the information on the assigned page vis-à-vis the rest of the By-Laws. Member written findings are due today.

### VIII. **New Business:**

1. Jim Hesser suggested the MC purchase new "dies" for the large brake (in the tin room) at a cost of approximately \$1,500 that would make the brake more versatile. Gundersen made the motion: **The MC should purchase the dies.** It was seconded and PASSED. Gundersen and others noted that a purchase of this dollar magnitude needed Association approval.
2. Terry Phillips noted that the MC is using approximately 2000 Styrofoam cups per month. After discussion, it was concluded that no action be taken since the cost of the cups was negligible.
3. Dick Schuenke, with others concurring, commented that members are leaving the shop--work surfaces and equipment--in a very dirty condition with scraps and debris from work left all over the machines, the work tables, and the floor. The Monitors are to watch for this and remind members BEFORE they leave the area to clean up and return tools to their proper place.

There being no further business, GW asked for and received a motion to adjourn. It was seconded. The meeting adjourned at approximately 10:36 hours.

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*Mike Steward*  
*Pending Secretary-in-waiting...*  
*February 4<sup>th</sup>, 2010*