

PROGRAM COORDINATOR

Humboldt Woodworking Society 2010

Regular Monthly Meetings requiring arrangements for programs occur in these months:

February

March

May

June

September

October

(The other months are accounted for as follows: January – Annual Business Meeting, Election of Officers, and Social; April – Show at Old Town Art Gallery; July – WoodFair; August – Summer BBQ; November – Holiday Gift Gallery; December – Holiday Social.)

While business may be conducted at any general meeting, we try to keep business down to less than 15 minutes at Regular Monthly Meetings.

Traditionally, Regular Monthly Meetings take place on the **last Thursday** of the month, from 7-9 pm. A different date may be chosen to accommodate hosts in consultation with the BOD.

Supply information well ahead of time (3 months) so that it can go into the table of future meetings in the newsletter: When: What: Where:

Supply information to the secretary for the newsletter in the following format electronically via email two full weeks before the Regular Monthly Meeting:

Example:

SEPTEMBER 24 MEETING

WHEN: Thursday, September 24, 2009, 7 – 9 pm.

WHERE: Shop of Jo Weisgerber and Berti Welty, 654 Ole Hanson Rd, Eureka, CA 95503

DIRECTIONS: From 101 in the safety corridor, take Indianola Cutoff to where it intersects Myrtle at the new roundabout. Turn right onto Myrtle and go a short half mile {over a slight hill} to Ole Hanson Road If Ole Hanson veers to the left and turns into a gravel road, you went too far.

BUSINESS MEETING: We will have a business meeting to discuss and vote on the proposed Bylaws Amendments article 501 (c) (3) of the Internal Revenue Code. For additional information contact Stephen Baer at 496-5555 or PacificLaserD@aol.com

PROGRAM: This is your chance to see a unique saw that many woodworkers have touted as being the best woodworking tool This is a shop in progress. We would like input as to the best way to set up the shop for efficient, safe usage. For additional information contact YOUR NAME, PHONE NUMBER AND EMAIL HERE!

Provide complete contact information to the Secretary for the presenter / host so that a thank you note can be sent.

The Society has a coffee pot and some supplies to help provide refreshments. Always coordinate refreshments with the host. They may want to provide refreshments themselves, or they may not want food on the premises at all. Use volunteers to help with refreshments.

If you need reimbursement for refreshments, give your receipts, along with an “invoice” to the Treasurer. The total refreshment budget for the year is \$500 – this covers regular monthly meetings as well as meat and supplies for the BBQ, refreshments for the January meeting, and meat for the Holiday Social in December. Coordinate with the Vice President to allocate these funds.

See past newsletters archived online (www.woodworkers.name) to see what our past programs have been. Use your judgment for repeats.