

November 21, 2004 Meeting Handout
<http://www.detroitareawoodturners.org>

Nominations Lenard Kraska withdrawn

Pres, - Greg Smith
VP, - Bill Youngblood
2nd VP - Ray Frase
Sec – Bill Schrod
Treas –John Fitzpatrick

Craft Supplies promo of the month

To receive these special offerings, mention the code when placing order. You will not be asked for this offer.
Dec. 1,04 to Jan 15th 05, Promotion Code 04FAAW12
Promotion spend \$100 and receive a \$20 gift voucher redeemable after Jan 15th

Asset Manager – Ron Sztumerski

The Asset Manager shall have responsibility for the tools, machines and real property owned by DAW including, but not limited to, receipt, disposition, storage, maintenance and those other matters necessary to keep the property in proper condition. The Asset Manager shall also keep the Treasurer informed as to what has been disposed of and currently owned and its condition for valuation purposes.

- A. To prepare and maintain an inventory list of all the club equipment.
- B. To assemble and maintain a catalog of all the pertinent documents for all club equipment (if applicable).
- C. To prepare and maintain a list giving the location of all club equipment.
- D. To develop a procedure for the use of club equipment.
- E. To prepare and maintain a list of any club members interested in using a club equipment.
- F. To develop a procedure to have club equipment repaired, or be scheduled for routine maintenance.

This gathering of information, maintaining records, and developing of procedures, is going to take the cooperation of all club members. Ron has some ideas to accomplish these tasks, however, He would like to hear any suggestions you may have and looks forward to your input. You can e-mail him at rsztumerski@wideopenwest.com, or call at 248-689-5615.

Open position Let any officer know if you are interested.

Program Vice President shall be the Chairperson of the Program Committee. As such, the Program Vice President shall be responsible for scheduling programs for general meetings and such other events with support from the Board of Directors. Duties shall include arranging for visits by outside demonstrators, demonstrations by DAW members, visits of DAW to other chapters, tool outlets, or other places of interest and assuring that insurance requirements are met by such activities. The Program Vice President may appoint members to the Program Committee and delegate to them such duties as are deemed appropriate.