

**Minutes of COMMITTEE MEETING held at Munlochy on Saturday 4th February 2023 at 10am**

**1. WELCOME to Meeting**

**Present** :- Alec Mutch, Geoff Potter, Errol Levings, Alan Geddes, John Ruickbie, Susan Drew, Alan Smith, David Line, Joe Webster, Nick Simpson

**APOLOGIES:** - Peter Lawrence, David Hobson

**2. Minutes of previous meeting AGM 2022**

AM welcomed Joe Webster onto the Committee and was encouraged that none of the previous Committee had dropped out at the AGM.

**3. Minutes of previous meeting AGM 2022**

Already approved

**4. Matters arising**

None

**5. Allocation of Committee Responsibilities**

AM presented proposals for the 2023 Committee responsibilities. See attached lists. Minor modifications were EL to be Maintenance 5, JW to be Maintenance 2. Agreed by all.

**6. 2023 Programme**

The 16<sup>th</sup> Feb meeting would now be NS's social quiz. 14<sup>th</sup> Dec would be the Xmas meeting. Other blank meetings to be completed soon.

**7. Training**

NS presented his report, *attached below*.

Discussion concluded that bandsaw training for small numbers was possible, planer/thicknesser training was difficult as the machine was complicated and safe operation was essential.

Training record keeping was important.

A revised fee of £10 per session was agreed as the trainees nearly all considered the fees to be too low.

A token of appreciation of a bottle of whisky for each of the 7 trainers was agreed.

NS proposed that a training wish list be displayed and a form be issued at each meeting to a sample of members to gain feedback on the Club's activities. Agreed by all.

AM proposed that each training session should have a Safety Monitor. Agreed.

**8. Competitions**

NS presented a Report – see attached. NS proposed 1 open competition at Xmas. AM proposed that the name plates on each shield be carried out at the Club's expense with all winners presented with a certificate ( SD may assist here) and no money prizes. Agreed by all.

**9. Maintenance**

JR was investigating a lock for the planer/thicknesser to prevent unauthorised use. The disc sander would be set up in the workshop. JR requested that shavings be put into the waste bin outside for collection after every session.

A safety policy was needed for the sharpening station. EL recommended a silhouette board for the attachments.

**10. Hall Committee**

JR reported that the Hall were only carrying out minor work to the fire alarms and it did not affect the HWC.

## HIGHLAND WOODTURNERS CLUB, Club Premises, Munlochy Village Hall

There was a problem with the Nova headstock adapter. Fraser Brown to be asked to investigate.

### 11. Equipment requirements for 2023

It was agreed that the workshop equipment would have a permanent fixed dust extraction equipment. A Camvac was estimated to cost £400. A set of pin jaws and Record chuck was agreed.

### 12. AOCB

It was agreed that the inventory of the library could be held on the website.

JW would look at the list of First Aiders. 4 No. were considered to be ideal.

JW would investigate a defibrillator, and CPR training.

GP to email all members to advise the new fees.

JR requested that all the rough timber stacked in the workshop be sorted out. Excess wood to be offered to members.

It was agreed that Kath Line would have a 100% reduction in her fees in view of her excellent work at the door and the raffle.

NS proposed that the Safety Officer be on every Committee meeting agenda.

### NEXT MEETINGS

Start time 5.30pm 30<sup>th</sup> March 2023

#### H.W.C. Committee members for 2023 Their responsibilities.

**Alec Mutch**

Chairman. Upload web site/facebook.  
Arrange 2 meetings. Showtime compere. Training.  
Assist treasurer. Bank signatory.

**Geoff Potter**

Secretary. Arrange 2 meetings. Training.  
Bank signatory. Deputy chair 2.  
Constitution.

**Alan Geddes**

Treasurer. Arrange 2 meetings. Club buyer 2.  
Bank signatory. Constitution.

**Peter Lawrence**

Club buyer 1, Arrange 2 meetings. Deputy chair 1.  
Hall committee 2. Media 3. Assist secretary.  
Bank signatory. Sanitizer maintenance.  
Register keeper. Constitution leader.

**John Ruickbie**

Safety officer. Arrange 2 meetings. Maintenance  
leader. Pat tester. Extractor document control.  
Hall committee 1. Training.

**Nick Simpson**

Training leader. Arrange 2 meetings.  
Competitions leader.  
Constitution.

#### H.W.C. Committee members for 2023 Their responsibilities.

**Errol Levings**

Arrange 2 meetings. Training. Maintenance 2.  
Tormek/sharpening trainer. Constitution. Smock  
procurement.

**David Hobson**

Competitions assistant. Arrange 2 meetings.  
Training. Media 3. Maintenance 4.

**Dave Line**

Media leader. Arrange 2 meetings.  
Maintenance 3.

**Susan Drew**

Library handler. Arrange 2 meetings.

**Alan Smith**

Arrange 2 meetings. Blanks for prizes procurement  
and preparation.

**Joe Webster**

First Aid co-ordinator, Arrange 2 meetings.  
Maintenance 5.

**HWC Teaching and Training report for Committee prior to the AGM 2023**

Teaching team:

Nick Simpson, Organiser  
Alec Mutch  
Errol Levings  
David Ross  
David Hobson  
John Ruickbie  
Geoff Potter

I have attached a spreadsheet detailing all the training sessions since the last AGM.

I was very pleased by the willingness of all the teachers to take part, especially as some have a long distance to travel.

We have had 22 teaching / training sessions and 14 pupils. Most of the work has been with beginners who, in the main, have had 4 basic sessions (2 bowls and 2 spindles) and then encouraged to carry on at home. All members are encouraged to ask for teaching on specific subjects if they feel the need and we have been able to accommodate requests for sharpening and bandsaw operation as well as more complex woodturning.

We have accumulated £360.00 in fees so far. My feeling is that the level of fee is too low and bears no comparison to the fees likely to be charged by tutors outwith the club. I endorse an increase to £10.00 per 2-hour session.

The environment within the clubhouse has improved beyond recognition since the last AGM and now has a suitably high level of safety, dust protection and lighting. The few remaining deficiencies in accessory equipment have been rectified and we are able to teach on a variety of workshop equipment, not just lathes.

We have published safety guidance on lathe operation which is prominently displayed at each lathe. More work is necessary to produce similar rules/guidance for the sharpening station and all the equipment in the old wood store.

The early part of the membership year brought a large tranche of beginners. This was probably an effect of the pandemic during which the club was inactive. Now that those individuals are sufficiently skilled to progress on their own at home, we should offer to teach more advanced topics as and when requested by members as well as catering for new members who are beginners. I had proposed a 'Master Class' approach but that had limited appeal to some of the teaching team who prefer one-on-one sessions. However, there are some who like the idea so I propose that we try a couple of sessions, and I will talk about this at the Committee on 4th February.

Saturday teaching has been discussed and met no enthusiasm from members, however, should there be a request and teachers prepared to teach then we should consider this again.

Delivery is dependent upon the goodwill of the teachers, and I must repeat my grateful thanks to the volunteers who have taken part this year.

Nick Simpson  
Committee Member with responsibility for teaching and training.  
31 January 2023

**HWC Competitions report 2022 and programme 2023/4**

**2022** saw one competition at the pre-Christmas club meeting organized by David Hobson and me with the assistance of Susan Drew and David Ross on the night. It was a closed competition restricted

## HIGHLAND WOODTURNERS CLUB, Club Premises, Munlochy Village Hall

to members only who were invited to submit as many entries as they wished. Members of the teaching and training team were invited to review the membership list to allocate classes for entry. Judging was by all members who were invited to select their 1<sup>st</sup> and 2<sup>nd</sup> choice in each class. Certificates were given to members whose entries were ranked 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup>.

Class	First	Second	Third
Experienced	John Ruickbie	David Ross	Nick Simpson
Intermediate	Richard Comfort	Richard Comfort	Geoff Potter
Beginner	Daniel Stewart	Barry Cumming	Susan Drew

Members of the teaching team, who were able to engage, reviewed the class list in the light of these results and made 3 changes. The list will be posted on the Club noticeboard and used through the 2023/24 membership year.

### 2023/4

4 competitions are planned for this membership year to be organized by David Hobson and Nick Simpson. Themed competitions on: 13<sup>th</sup> April, 25<sup>th</sup> May, and 9<sup>th</sup> November. With an open competition on the last meeting before Christmas to be run as in 2022.

**Notes on themed Competitions:** (See appendix – rules for themed competitions for details)

1. **Entries:** Limited to a single entry per member
2. **Judges:** Two judges will be appointed for a membership year. For this year Errol Levings has agreed to join me. I hope that senior and experienced members of the club will join an informal rota. BUT we want to encourage other members to take part and learn the practice of critique.
3. **Judging Criteria:** Errol Levings and I developed a comprehensive set of criteria for use during the lockdown phase of the pandemic. These criteria include marks for design and innovation as well as finish and turning skill.. The list of criteria and the marking system will be available to all members by March 2023.
4. **Scoring:** Points will be allocated as follows. 1<sup>st</sup> in each class 10 points. 2<sup>nd</sup> in each class 9 points. 3<sup>rd</sup> in each class 8 points and all other entries in each class awarded 4 points. Judges may enter an item and shall receive at least 4 points for doing so but may be higher if there are less than 4 entries in the relevant class.

### Subjects for competitions 2023:

	Beginners	Intermediate	Experienced
April 13 Week after Easter	A decorated wooden egg of any size.	A decorated wooden egg of any size in an eggcup.	2 matching decorated eggs of any size in eggcups.
May 25	An off-centre or multi-axis piece	An off-centre or multi-axis piece	An off-centre or multi-axis piece
November 9	A Christmas decoration	A Christmas decoration	A matching pair of Christmas decorations
Last Meeting before Christmas	Any subject. No limit on number of entries	Any subject. No limit on number of entries	Any subject. No limit on number of entries

Nick Simpson, Committee Member with responsibility for Competitions. 31 January 2023