

American Association of Woodturners  
WIT Committee Telephone Conference  
Thursday January 4,2018 4 P.M. PST

The meeting convened at 4pm PDT. Participants by phone: Elizabeth Amigo, Sally Ault, Dixie Biggs, Kathleen Duncan, Linda Ferber, Jean LeGwin, Andi Wolfe

**WIT Grants:** Under current WIT Outreach Grants eligibility, a person cannot apply for a WIT grant within two years of receiving a grant. We have had few grants and they are for fairly small amounts. Some of the events for which funds are requested might be annual events. The committee agreed to remove the 2-year eligibility restriction. Andi suggested that we give higher priority to applicants that have not received prior grants, provided they meet other grants requirements and a within the WIT guidelines. Kathleen will send Linda revised wording for the web site.

**WIT Event Registration Form:** Kathleen emailed all committee members a revised WIT event registration form. The committee approved the new additions but there are some other changes that need to be made. Linda proposed that the form be put on the AAW website in the WIT pages. The form will have the look and feel of other forms on the AAW website. Linda will incorporate the changes we discussed and put it on the website. The webpage to which this form is linked should be the text of the WIT event document discussed at the last meeting. Both these should be ready very soon.

**WIT Brochure & Liaisons:** Andi sent the brochure around prior to the meeting. The center of the inside had space. Andi has a list of 2017 WIT grant recipients. That list can be included in the brochure. There is also a place for RAP information. This triggered a discussion on RAP. Most people aren't aware of their region and except for region 3, there has been very little activity. We are going to have WIT liaisons within the chapters. This will replace the function on the RAP representatives, but on a chapter rather than a regional level.

We are not ready to implement the WIT liaisons. Before we can invite the chapters to ask for liaisons, we need to set up what the duties and responses for both liaisons and the WIT committee will be. Dixie has started a document. We will use this document as a starting point for WIT liaisons. Dixie will pass the document around for further editing. Once we have the document(s) ready, it will be added to the webpage and information can be included in the brochure. We will need a "landing page" for the liaisons. Some of the liaison duties are: tell women about the WIT email list and newsletter, inform of events in the area, make aware of WIT grants. Getting city and state is important for the WIT email list. Otherwise, we cannot send targeted emails.

Regarding the WIT sponsored memberships to the chapters and information about the liaison, these need to go as a separate chapter email from AAW.

At regional meetings with WIT meetings, the best way to collect information for new WIT email list people is with a clipboard. We need name, email, city, state. These should be sent to Linda for addition to the list. A standard PDF form would be helpful.

**EXCHANGE:** Advance team will be Dixie, Jean, Andi, and Kathleen. They will

- Set up the collaborative groups for 2 of the 3 days.
- Put together bundles of project materials
- Organize and setup embellishment stations
  - carving
  - burning
  - piercing
  - coloring
- Establish schedule
- establish workshop open times (need to have Sherpa present when studios are open or buddy system?)
- planned discussions?
- Make/place any necessary signage
- Put together tee shirts and registration materials, if any

**TEE Shirt Evaluation:** The committee agreed should use the supplier Linda suggested.

**March Newsletter:** The topic is “tops”.

**Other:** When you complete your entry for “Topsy Turvy”, please post on FB.

The meeting was concluded at about 5:15 PST.

Kathleen Duncan  
WIT Committee Chair

Next meeting: Feb 1, 2018