

SUN CITY WEST METAL CLUB

Board Meeting – September 5, 2025

Meeting called to order 10:50a.m. by President Lee Schwartz. Present: Rod Flack, Joe Faraone, Mike Czaiko, Tim 'Sarge' Raddatz, Pat Frantz, Patti Czaiko, Larry Mann, Wendi Boos.

Approval of Minutes: Sarge made a motion, seconded by Rod to approve the May 2, 2025, minutes and special board minutes from July 3, 2025 - all were in favor.

Treasurer's Report: Mike provided a recap of club finances. Mike reviewed current club sales to members versus non-members relative to the 35% IRS requirement for 501(c)7 organizations. He will review this topic with the Rec Center finance group at a meeting scheduled for Sept. 9th. A Monitor meeting will be held to review Quickbooks' errors, such as '9999' product codes and other issues.

The processing and costs associated with work orders were discussed at length by the group. To simplify this process and in view of the 35% requirement discussed above, the following motions were made effective immediately; all were in favor:

- **Minor Repair Work Orders:** All donations received for work order minor repair projects will go to the club. Club members are asked to volunteer their time on behalf of the club (at no compensation) to make these minor repairs.
- **Major Fabrication Requests:** All major fabrication and repair services will be handled by club members separately from the club. In these cases, club members will deal directly with the customer to set prices and collect money from the customer. Club members can purchase material for these external projects at the club. This is similar to the process in place for the sale of club artwork to customers; the club is not involved in these transactions.

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General Discussion Points: Lee reported that the 2025 Inventory Report is due to the Rec Center by the end of the year. The Newcomer Open House event will be held on Oct. 22 from 4:00 – 6:00pm at Palm Ridge. Board members will take turns to staff our club table: Patti, Sarge and Larry will attend the October event; Mike, Pat and Rod will attend the January 2026 event.

Lee thanked Sarge, Larry, and Rod for transporting and organizing a large amount of tools and equipment donated by Haleen VanDenburgh upon the death of her husband who was a handyman. Some tool items will be used for club resources; the remaining items were made available to club members for an at-will donation. A club letter and \$50 cash gift will be sent to Haleen to thank her for her generous donation to the club.

A discussion about allowing two indoor lockers to club members took place at length. This topic will be revisited in January when lockers become available from those who do not meet 24-club visits.

Lee made a motion, seconded by Rod, to offer a free class to new members who join the club in November/December as an incentive to join the club at the end of the year. All were in favor.

Club Member Involvement: Pat asked that the Board and members come up with ideas to get members more involved in club functions and activities (i.e., Monitoring, Saturday clean-up, club maintenance functions, etc.). Most clubs in SCW require members to give 4-hours of time back to the club. We should consider something like this as the same members are called upon routinely to help with club activities. Ideas such as having new members shadow the Monitor for a few hours or attend the Saturday clean-

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up session were suggested to encourage involvement from new members. This topic will be presented at the October General Meeting for member input.

A one-page screen shot of the Quickbooks sales receipt screen was requested for new Monitor training as a reminder for the fields to be entered. Patti and Wendi will prepare this for the Monitor group.

Club Machine Operating Procedures: Larry strongly recommends a club requirement that no member can leave running equipment at any time, so they are actively present to safely operate the equipment. We will confirm if this is included in the Club Safety Manual. This requirement will also be included in the Plasma Cutting Policy. He also asked that all shop machine usage end at 3:30pm each day to allow for proper clean-up prior to shop closing.

A lengthy discussion took place regarding the proper use of the plasma machines and how to handle members who damage or improperly operate the machines. Placing the 'Out of Order' tag on the machine when this happens will allow team leaders to correct these issues with the members at a convenient time to reduce the immediate, on-the-spot response we have done in the past. Club members who continue to have issues with the machines will be restricted on machine use and will need to be re-certified on the proper operation of the machines.

The Plasma Cutting policy will be reviewed with these changes and several suggested improvements for review at the October Board meeting.

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Roundtable: Sarge reported that Robin and Marty Rosauer have offered to help with club maintenance duties.

Patti has updated the Plasma Computer class material and will begin teaching these classes next week.

Motion to adjourn made by Rod, seconded by Pat. The meeting adjourned at 12:10pm.

Submitted by Wendi Boos, Secretary – September 11, 2025