



## Member's Handbook

Welcome to membership in the Arizona Association of Fine Woodworkers (AAFW). This handbook has been prepared to help you maximize your member benefits and answer frequently asked questions.

Ours is a diverse group, with a range of skills and woodworking interests. The Association was formed in January 1983 by a group of individuals who had a strong interest in woodworking. Copies of the by-laws, constitution and Association history are available, for those who are interested.

As established in the by-laws, your organization has a number of purposes:

To encourage people who are interested in woodworking to become involved and share their knowledge and abilities with others who are similarly interested.

To promote exhibits of members' work

To assist members in receiving recognition for their achievements in the art form

To promote wood and the art form in fine woodworking

To assist members in the advancement of their skills and knowledge

We work to accomplish this through regular monthly meetings, our mentor workshops and special events.

### Organization

AAFW is a volunteer organization, with a leadership group comprised of a President, Vice-President, Secretary, Treasurer and additional Board Members. Elections are held annually. A listing of current Officers and Board Members is provided at the end of this handbook. Additional members serve as Managers or Chairmen with committees formed for specific activities.

Your participation is encouraged. As a volunteer organization, your help is not only wanted but needed for a successful program. Don't hesitate to get involved with one of the various committees or activities. It's one of the best ways to get to know your fellow members.

While we operate as a Non-Profit corporation in the state of Arizona, we are not a 501(c)(3) organization as determined by the IRS.



## Meetings

Monthly **General Meetings**, are used to present a specific woodworking activity or skill. Guests and prospective members are welcome to attend. There is also a short business session as called for in the constitution.

These meetings also include a Show and Tell session during which members present projects they are working on or have completed including items such as shop fixtures and work procedures. It's a chance to showcase your efforts, but equally important to let others learn from your experience(s). For the listener, it's a chance to gather some new ideas.

This meeting is also an opportunity to get some help during the question and answer session. Chances are that a fellow member can answer it.

The General Meetings are held the third Wednesday of the month throughout the entire year. Because of the geographic diversity of members, meeting locations are at various locations during the year. Efforts are made to alternate between the East and West side of the Phoenix metro area.

At the **Mentor Workshops**, you'll find an opportunity to spend some time, learning more about a specific area or skill. Very popular are our annual shop tours, which give you a chance to see how other members work and meet the needs of their particular style. Some shops are large freestanding buildings and others may be a small storage shed. Mentor Workshops are generally held on the Saturday following the General meeting.

**Board Meetings** are held the first Wednesday of the month. This is one place the planning, organization and decision making take place. These meetings are open to all members and you are encouraged to attend and present your ideas and suggestions.

## Communication

A major communication vehicle is our website [www.azfinewoodworkers.org](http://www.azfinewoodworkers.org). Here you can find information about upcoming meetings, a forum to post questions and responses as well as reference material and links to information. A listing of fellow members and the means to contact them is also provided.

The website is also used to distribute **Woodchips**, our bi-monthly newsletter. If you missed a meeting, it gives you a chance to see a summary of what occurred. In addition, minutes of meetings or other events can be found in the document section.

When we believe there is something of particular interest, we'll also use e-mails to provide the information or direct you to the website.

If you do not have e-mail or internet access, let your membership chairman know so we may make alternative arrangements.



## Website – [www.azfinewoodworkers.org](http://www.azfinewoodworkers.org)

The website is used as a point of information and reference. Certain areas are restricted to members and you will be prompted to log on. Information on this process is at the end of this section.



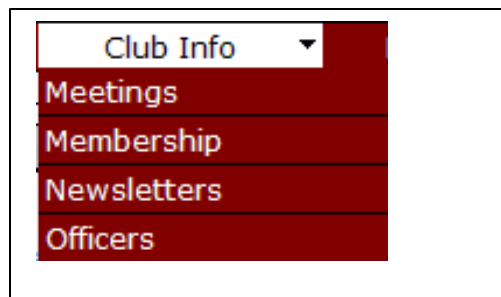
The center of the main or home page provides an area for current information or announcements. On the right side under the Calendar heading, you will find locations and topics for upcoming meetings.

Recent changes and additions in the website appear under the “What’s New” heading. At a glance, you can see if anything has changed in areas of interest.

At the bottom of the page there is an area for links to member’s websites. If you’d like to have your site included, contact the President.

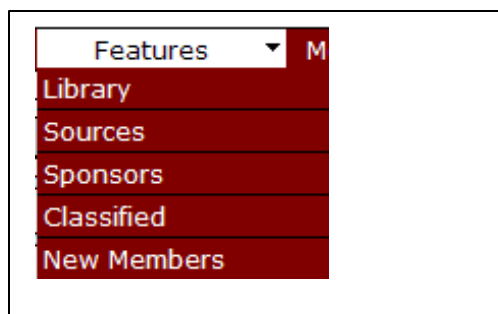
Access to **Woodchips**, our bi-monthly newsletter can be accessed directly from the Home page. This can also be done through the members area / documents.

### Club Info Tab



Here you can find full information on our various meetings, membership, another access to the **Woodchips** newsletter and information about your officers.

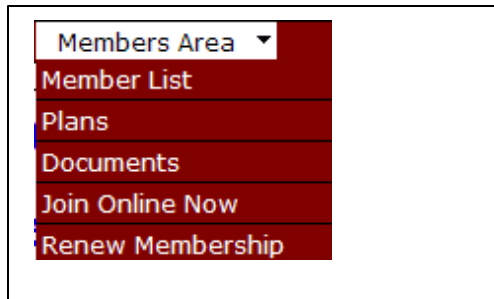
### Features Tab



Among other things, you’ll find the Library and a complete listing of the videos and books available for your use. You’ll also find access to the classified section where you can offer items for sale at no cost to you. Sources is a listing of known companies of interest while Sponsors provides a listing of those companies who support us throughout the year. Unfortunately, at this time the New Members section is not active.

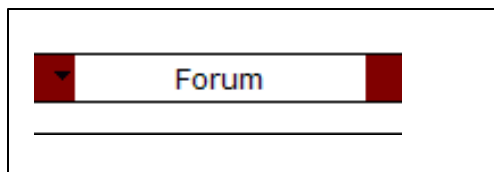


## Members Area Tab



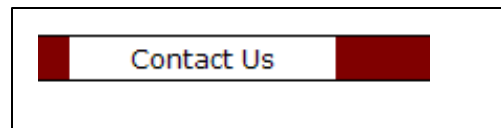
On the Members Area tab, you can find a listing of other members and their contact details, documents such as the minutes from meetings and past issues of Woodchips, forms to renew your membership and plans for projects and shop fixtures. You must sign in to access this area. If you have problems getting a password, let your President know.

## Forum Tab



The Forum tab takes you directly to the Forum which provides the opportunity to post a question you may have as well as to answer those raised by others. You can also post your latest project results. It's a great way to ask a question outside a meeting.

## Contact Us Tab



You can contact your officers either directly or through this tab. Use of this will send an e-mail to [info@azfinewoodworkers.org](mailto:info@azfinewoodworkers.org).

## Log On



In order to log on for the first time, you will need to be assigned a password that can later be changed. Follow the instructions on the screen using your e-mail ID (the part before the @) as your LoginID. Please be patient as the response to the e-mail address you provided in your membership information is not automatic and immediate. You should receive an e-

mail within 24 hours providing your a password. A link to allow you to change your password will also be included in this e-mail. If you later decided to want to change your password, you can do this after logging on under the Members Area tab / Change Password. If all else fails, send us an e-mail at [info@azfinewoodworkers.org](mailto:info@azfinewoodworkers.org) or call for assistance.



## Major Events

**Excellence in Woodworking** is our annual event to showcase member accomplishments. Projects are entered in one of several categories and judging is done within 4 skill levels: Novice, Semi-skilled, Skilled and Master. There should be something for everyone.

## Toy Program

For many years, one form of community service, the Association performs culminates at Christmas time. Throughout the year, members are encouraged to make wooden toys which are then donated to various organizations thought the greater Phoenix area. The toy committee serves to coordinate this activity. Funds to provide material such as wheels and axles used are provided from the treasury.

## Member Benefits

Some of your member benefits have been mentioned previously:

Free Classified ads on the website

A link to your website

From time to time we receive inquiries seeking sources for commission work. If you would like to be included in a referral list, let your President know.

Discounts

In addition, discounts, subject to some restrictions, are available from our local sponsors. You must hold a current membership card to receive a discount.

10% discount at:

Rockler Woodworking and Hardware Store # 18

Timber Woodworking Machinery

Woodcraft Store

Woodworkers Source – Phoenix, Tempe and Tucson locations

In addition, a 20% discount during 2008 is offered by Hartville Tool on mail and internet orders.

A discount on Individual Blue Cross Blue insurance plans through Argus Insurance. Contact Dave Perolis at [dave@argusaz.com](mailto:dave@argusaz.com), Jim at [jim@argusaz.com](mailto:jim@argusaz.com), or call 602-863-0080. They can also assist you with Medicare supplements and Long Term care plans. Argus Insurance at [www.argusaz.com](http://www.argusaz.com).



## Arizona Association of Fine Woodworkers - 2008

### Officers

President – Roger Weinreber

Vice-President – Mike McKinney

Secretary – Pam Nagel

Treasurer – Carole Merry

### Board Members:

John Chaney

Leroy Davies

David Gray

Ralph Gumbert

Steve Harris

Bill Heitman

Don McDougal

Bruce Righi

Harland Tompkins

Joe Tripodi

### Committees and other positions

Historian – Ralph Gumbert

Librarian – John Simon

Membership – Leroy Davies

Mentor Workshops – Joe Tripodi

Program – Jack Hoffman

Photographer – Dave Gustafson

Show Committee

Toy Committee

Woodchip editor – Dale Gillaspay