

# SURREY ASSOCIATION OF WOODTURNERS



## Club Handbook 2018



The club was formed on 30<sup>th</sup> January 1990 when 15 people were invited by our President Bob French to meet at his house. The club grew and eventually moved to The Mytchett Centre, where it started in half of the small hall, it soon grew and needed the whole of the small hall and then it outgrew that space and moved into the main hall. An archive of material has been gathered over the years and is

made available for members to browse during some practical evenings.



Bob giving out a certificate at Open Day and demonstrating at a practical evening.

### The Objectives of the club are:

- To foster a greater awareness of the woodturners craft.
- To promote woodturning amongst woodturners and the general public.
- To provide a forum for communication, exchange of views and information relevant to woodturning.
- To provide a members' Newsletter at regular intervals.
- Encourage improvement in quality of members work through competitions, critiques, commentaries and learning opportunities.
- Encourage members to use wood from sustainable sources.
- To encourage young people to take up woodturning.



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To be found on same page of website.

# SURREY ASSOCIATION OF WOODTURNERS

## 1. Annual General Meeting

The Annual General Meeting will be held on the second Friday in January. Members will receive notice of business by post or email attached to the newsletter in time to meet the deadlines stated in the Constitution for nominations for officers and members and to register any other business.

### 1.1 (new2012) AWGB - Association of Woodturners of Great Britain

The AWGB is the only national organisation for woodturners. At the 2012 AGM it was agreed that SAW would join the AWGB as an Associate member. The main reason for joining was to support the aims of the AWGB - especially its programme for developing woodturning skills with young people. The benefits to the club include advertising club events on their website and a small discount on our annual insurance premium. Information about the AWGB (including the handbook) is available on their website [www.woodturners.co.uk](http://www.woodturners.co.uk)

The AWGB magazine 'Revolutions' will be available to browse on the club table at the back of the hall on club nights.

It is worth looking at the benefits individual membership offers. A number of SAW members have chosen to be full members of the AWGB and can access a range of benefits including some free tuition with professional turners, training to become demonstrators, some discounts with traders and reduced price for the international seminar held every **3 years**.

### 1.2 (updated 2016) Election of Committee

All members of the committee are elected for one year. The new committee is elected by the members present at the AGM.

Nomination forms are made available to all members **at the start of December**. All nominations have to be seconded and received by the secretary by the last day of the month before the AGM. This date is stated on the nomination form. All committee members apart from the chairman can choose to stand for re-election, year on year.

The chairman may only be elected for 3 consecutive years, then he or she must not stand for re-election for at least one year. He or she becomes the Vice-president for up to 3 years (while the new chairman is in office) and may choose to attend committee meetings during that time.

Should there be no need to vote because there are nominations for exactly the number of committee members then the chairman may decide to offer the list

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of candidates to the members at the AGM in blocks or may just publish the list of committee members as no voting is required.

Should there be more nominations than places on the committee, individual members will be voted in by a show of hands or by ballot as decided by the current chairman.

Should there be gaps and further committee members are needed, then the chair will accept nominations from the floor at the AGM. If no members are forthcoming, then the committee may co-opt a member to join them at any time.

Should there be a need for a particular expertise through the year, the committee can co-opt further members until the next AGM by informing members at a club night or in the newsletter.

### **1.3 Extraordinary General Meeting**

Should there be a need for an EGM, the constitution defines the setting up and operation of such a meeting. One can be called if 20 members sign a resolution and pass this to the Chairman. The Chairman then has to set up the meeting and give at least 14 days' notice to all members of the meeting and the agenda items. The meeting is only quorate if at least 25% of the membership attends. *(defined as membership number divided by 4 and rounded up to the next whole number of members).*

### **2. Club Administration Table.**

This table will be set up at all evening meetings and is where you can find details of up and coming events.

You may pay for trips organised by the clubs, volunteer to help out at events or offer to demonstrate at both internal and external events. Such things as membership forms and details of shows etc will be available from here. Any information of interest to members that does not appear in the handbook will also be displayed on this table (e.g. requests to get turned items made, felling a tree/wood available etc.)

#### **N.B.**

Please note that all of these services get very busy at the beginning of each meeting, tea break and towards the end of the evenings. Please try and be patient and give those operating the services a fighting chance of getting things done in an organised manner.



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## 3. Club Competition

A competition is run at every practical evening. There are three levels of entry based on the 5 Open Day competition levels, Beginner/Novice (called Standard), Intermediate/Open (called Intermediate) and Premier class. The subject for each competition will be published well in advance. Only **one** piece can be entered for each round of the competition. Scores for each competition are added and the winners of each level receive a trophy and certificate at the AGM. Items coming first or second (subject to the number of points scored) at each level can be entered for the 'Turner of the Year' competition, judged by all members present at the December practical evening.

### 3.1 Club Competition levels Please see appendix 2

This is available on the club website at:

<http://www.sawoodturners.org/history1.php>

and is called 'Progressing through the SAW achievement levels'



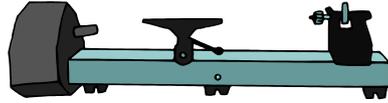
## 4. Club database

Information from membership forms is held on a club database which is made available to some committee members to ease the smooth running of the club. Attendance at meetings is recorded, as is information about competition results, stewarding, helping with setting up and clearing away, turning at practical evenings, events and club demonstrations etc.

Should any member wish to see the information stored about them, he or she should contact the committee member who holds the database (information available in every newsletter) who will send a copy of their pages of data or arrange for the database to be available for viewing that page at the following meeting. **No information will ever be passed to a third party without seeking the individual permission of a member however, from February 2017, members not opting out will be deemed to have agreed to share a limited amount of data (name, email, telephone number and post code) with other members only via a system with a password, available on the website, using Google Maps. This is so that we can encourage area groups to form.**

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## 5. Club equipment



The club owns a variety of equipment, most of which is stored in cupboards at the Mytchett Centre. It is covered by insurance but the annual subscription has to contain an element to allow us to replace necessary items as they wear out, and to develop our systems to give members the best demonstrations possible. Specific members are delegated to be responsible for the general maintenance of the equipment.

## 6. Club Nights

The club night starts at 7.30 and finishes at around 10 o'clock. Setting up and clearing away take some time and organisation so members who are not helping are asked to keep away from the front of the hall, or where members are setting out equipment until everything is in its place.

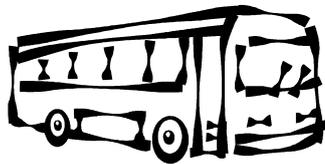
**6.1 Club turner demonstration:** One of our objectives is to help club members develop their skills. Members who would like to learn to demonstrate in front of the public or at other clubs will be encouraged to demonstrate at practical evenings and club events, and when ready, will be invited to do a whole club session. We have 2 such evenings a year. We are also lucky in that we have members who already demonstrate frequently and members who are successful in National competitions. The 'club turner' sessions give us the opportunity to ask these members to pass on their ideas, skills and techniques.

**6.2 Practical evenings:** There are 3 practical evenings a year. Practical evenings give members a chance to get close to the turners and ask questions. We also try to have a special item of interest on each of the evenings. These have included;- turning challenges, wood identification competitions, a specialist demonstrating sharpening, a gadgets table and a chance to try out new tools. A Competition is held on the stage in the first part of the evening and all members can bring one piece to be judged. If required it will also be critiqued in private by the judge afterwards. On some evenings an experienced member will be on hand to discuss your work with you if you do not want to enter the competitions. **This is usually called the 'Doctor's Surgery'.**

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**6.3 Professional turners:** The annual programme includes 6 evening demonstrations by professional turners. We welcome recommendations from members, but members should be aware that many professional turners will not do evening demonstrations any more. The Committee tries to ensure that a variety of styles and techniques are included in the programme. Professional turners are allowed to sell their own specialist tools and supplies to members at their demonstration. Most have websites and it can be useful to look at the website before the demonstration so you know what to expect and what questions to ask.

### 7. Club outings



We try to run at least 2 outings a year to woodworking events.

In the past, these have included Axminster Tools shows, the Yandles Show and the Alexandra Palace International Woodworking show. This helps to keep members as a united group, also allowing us to take advantage of purchasing tickets at group prices. We can only run trips if they break even. It may be necessary to cancel a trip if too few members sign up for it. Sadly, there are very few shows running at the moment but we are trying to visit the Yandles shows in April and September **again this year**.

### 8. Club President and Vice President

Our club president is the founder member, Bob French. The Vice President is the immediate past Chair, **Paul Nesbitt**. Both are invited to all committee meetings.

### 9. Club stands at shows

The club has a good reputation in the turning community and has regularly been asked to take part in National shows. Our stand represents the club and is an opportunity for members to exhibit their work to a wider audience. Members wishing to demonstrate at the show can volunteer for one or more sessions. They will also be expected to steward on the stand for an equal number of sessions. Members not wishing to turn can also volunteer to steward. Stewards and turners normally receive a free ticket to the show as do members entering pieces for the show competition. We also attend some model engineering shows.

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Once again, there are currently very few opportunities in the South East but we hope this will change.



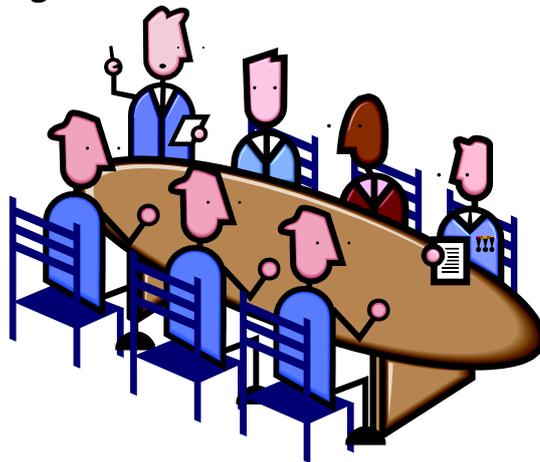
*The club stand at 'Turn Essex 2005'*

## 10. Committee

The size of the committee is governed by the Constitution. As a large club we need a large committee so that we can delegate the responsibility for some of our events and activities to specific members. The committee consists of the Chair, Secretary and Treasurer (these are the officers of the association) and up to 8 ordinary members **plus any co-opted members**. The President and Vice President are also invited to all meetings.

For a committee meeting to be quorate (to be able to make decisions on behalf of the association) there must be at least half of the current committee members present including two of the officers. (See the Constitution for more details).

### 10.1 Committee meetings



Committee meetings are normally held in a committee member's office premises to save the club the hiring fee of a space at the Mytchett centre. It is therefore difficult to open them to all members through lack of space. Should a member wish to see a copy of the minutes, he or she should contact the secretary. Should a member specifically wish to observe a committee meeting, he or she should contact the Chair. The committee meets about 6 times a year, although smaller working parties may hold additional meetings.

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## 11. Constitution

Members should be given a copy of the Constitution on joining. (Appendix A in this booklet). A current copy is also available on the Club Administration Table each club night. A copy is also available on the Club Website.

## 12. Demonstrating for the club

*Philip Wolsoncroft at a practical evening*



A record is kept of all members who have demonstrated for the club. Should a member wish to try demonstrating, then he or she should contact the Chair or fill in a 'volunteer' list (available for each event) on the Admin table. Each club demonstrator is responsible for seeing that sensible health and safety considerations are thought through and acted upon every time they turn for the club. Please read carefully the section on Insurance before volunteering to demonstrate for the club.

## 13. Hands-on-days - now called Workshop Days (see item 38)

## 14. Health and Safety

It is the responsibility of all members of the club to ensure the safety of themselves and others whilst attending club meetings and activities whether taking part or watching. Should you see something that might lead to someone



being injured, you should bring it to the attention of a committee member immediately (i.e. trip hazards, spills of liquid on the floor). A first aid kit is available on the stage by the amplifier, should it be needed.

## 15. Insurance

The Club has an insurance to cover the cost of all our equipment and also has public liability insurance to the value of £5,000,000.

The committee have recently checked on the extent of the insurance cover under our existing policy for members taking part in the Mentor scheme, Workshop Days and as club demonstrators. As with many things to do with health & safety and insurance, common sense has to prevail, or nothing would ever be achieved. We feel that members need to be aware however that if they are actually turning at a club activity they are **not** covered for personal

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accidents by the club insurance but members around them (or the general public) watching them are.

We hope that this will not put people off taking part as demonstrators, mentors, tutors or participants in mentoring and workshop days. It is possible to get personal insurance cover and, for example, a year's cover with Ian Wallace Ltd. currently costs £87 (*correct at 31-01-2017*).

(Search online for craft insurance).

### **16. Membership**

Any adult may join the club. Membership is limited to 200 in any one year as larger numbers would place too great a strain on the facilities available at the Mytchett Centre. Junior members (under 18) may join with the signed consent of a parent or legal guardian. In order to conform to the new legislation designed to protect young people, it is necessary that a parent or legal guardian be present with junior members at all SAW functions. If the parent or legal guardian is not a woodturner, then they may be admitted to club nights and sign in as a visitor without being a member. They would however have to pay the normal adult rate for outings and seminars.

### **17. Mentor Scheme**

When you first join a large club, it can be difficult to get to know other members. When you start a new hobby, there are a bewilderingly large range of tools and equipment available. Who should you ask about them?

Our mentor scheme pairs you with an experienced member of the club who will help you with the settling-in process and get you started with advice on safety issues and how to use the basic tools. The mentor will invite you to their own workshop for a 2/3 hour session and if you wish, will come to your workshop once or twice to advise you on set up and what might be useful tools and equipment to put on your wish list! The scheme has limited cover under the club insurance. While the mentor will use his or her experience to offer advice on safety issues, accidents sometimes happen when you are turning and the cover will not provide remuneration to the person actually turning should he or she be injured unless each individual privately takes out a separate insurance policy. As we understand the current cover, should the member **not** turning be injured, for example by a piece of wood coming off the lathe and hitting them while they are standing near the lathe, then they are insured for the accident unless the wood has been put on the lathe negligently.

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Colin Spain currently runs the Mentoring Scheme. His contact details are in the newsletter. We suggest you need this experience to get the most out of attendance at Workshop Days.

## 18. Mytchett Centre

The centre's phone number - 01252 373073 (Emergency use only please)

The centre offers very good facilities. At the back of the main hall there is a small bar for use during the break. This is a 'members only' bar, but on club nights, SAW members are allowed to purchase drinks from the bar. This is one of the reasons you are asked to sign in. On occasion we use the centre's catering facilities, you will be made aware when these are in use by the club.

The toilets are situated to the right of the main entrance.

**18.1 Fire Exits/safety** - When you arrive at a club night please ensure that you check yourself in on the register (The same one that is used for the Name Badge draw). In the event of a fire alarm please leave by your nearest exit and group in the car park in front of the centre without blocking access for emergency vehicles. Do not leave until we give the OK or you are instructed by the emergency service crew so we know we have everyone safe who signed in.

There are two fire exits in the main hall with push bars, which open out onto the access road for the rear car park. There are also other exits around the building. Take some time to familiarise yourself with them, for example there is one directly opposite the main entrance towards the rear of the building, and one in the smaller hall to the left of the gents toilet.

The centre is a 'no smoking' area.

## 19. Name Badge Draw

When members join the club they are given a name badge, which some tend to forget or for some reason don't wish to wear. In order to encourage folks to wear their badges, mainly so that we can get to know each other, we hold a draw each month.

If your name is pulled out and you are present, **have ticked the register** and are **wearing** your badge you are given **£10.00**. Should the named person be absent then another name is drawn.

## 20. Newsletters

A newsletter **consisting of up to 16 pages** is sent out electronically



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to members every two months. It contains details of future events, what happened and what tips were given by demonstrators at recent meetings and a page where members can advertise woodturning related items for sale (a small % then goes to the club if a sale is made).

There is a list of all the current Committee Members on the back page so you see who you need to contact with any specific query. **We welcome new articles for the newsletter from members.**

Members can opt to collect a hard copy of their newsletter from club night. You can change your option at any time by emailing the chairman. Members will be emailed when each newsletter is ready for collection from the website. A User ID and Password will also be included with the Email. The newsletter is produced in colour but printed in black and white. Collecting it from the website means that you see the colour version and it saves the club (and the environment) a considerable amount.

### **21. Officers**

A list of Officers and Committee members is printed in every newsletter. All officers and committee members stand down at the AGM. Any member can be elected to join the committee. Members of the committee can stand again each year if they wish and are nominated and seconded by the time defined in the Constitution. The only Officer with a time limit on consecutive years of serving is the Chairman. A chairman may serve for up to 3 years and then must retire. The chair then automatically becomes the Vice-President for the duration of time served by the next Chair. The Vice President may continue to be a member of the committee. (see Constitution or section 1.2 for more details)

### **22. Open Day**

The Club holds an Open Day every year. The nature of the Open Day may change to reflect the needs of the club, but the main aim of Open Day is to bring turning to the attention of the public (family, friends and visitors) and give members a chance to exhibit and display their work. Open Day is a celebration of the success of the club. Most years it takes the form of a 'show' with professional turners and trade stands as well as the club exhibition and Open Day Competition.

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Open Day 2009 in the Mytchett Hall

## **23. Open Day Competition**

The Open Day Competition is the main competitive event of the year. All members, at whatever standard are encouraged to enter at least one piece.

There are 5 levels of entry; Beginner, Novice, Intermediate, Open and Premier. There are 2 competitions for each level of entry; mainly faceplate turned pieces and mainly spindle turned pieces.

The competition is normally judged by Nationally recognised judges. Trophies and certificates are awarded for all classes. Beginners are defined as turners with **less than 2 years** experience and who have not yet been successful in winning a 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> place at the Open Day Competition. Progression through the other levels depends on success (ie 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup>) in an Open Day Competition except for the Open to Premier move (see **Appendix 3** for the explanation).

The President chooses one piece from the 'Premier' or 'Open' class to award the President's Platter for the following year. The Vice President chooses a piece from the remaining entries to be awarded the Vice President's platter for the year. **The professional turners judging the competition are asked to choose one piece from the Premier group to win the Geoff Quinnell Memorial trophy.**

Members may enter up to three mainly faceplate turned items and up to three spindle turned items, however, only one actual prize (1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup>) may be awarded in each section to a member who wins more than one place.



Basil Gridley's amazing winning entry for the Open Faceplate competition 2009

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## **24. Policy on sales at club nights**

The club holds stock of some basic turning requirements (sandpaper, finishes etc.) which are sold to club members on club nights at reduced price but with a small percentage to club funds. Professional demonstrators may also bring specialist tools etc. that they are demonstrating for sale. If the club obtains timber etc. which can be sold to raise money for the club or charity the committee will run special sales, normally at practical evenings.

The committee can also authorize other sales throughout the year to allow members access to a wider range of woodturning sundries. These sales are more likely to happen on practical evenings and might be of timber, or tools or sundries from specific manufacturers.

## **Promoting the Aims of the club**

Two important aims of the club stated in the constitution are:

*To foster a greater awareness of the woodturners craft.*

*To promote woodturning amongst woodturners and the general public.*

In order to take woodturning to the general public, the club takes part in events where the main aim is to show off woodturning and to let people know that SAW exists. We usually attract a lot of new members by going out into the community in this way.

The events include our weekends at the Rural Life Centre in Tilford, two separate days at our local shopping centre, Princes Mead and, as requested by local charities and communities, running a club stand at fetes or festivals.

Volunteering to take part in such events helps the club in many ways. However, there is always a financial cost to the club as well as a huge cost in effort to those organising the event and those taking part, but the committee feel that the value of these events outweighs the costs.

At some events it is possible for members to offer work for sale, but this is not the reason for organising the events.

### **25.1 Volunteers at SAW publicity events**

The primary aim of all volunteers to these events is to ensure that the general organisation of the SAW stand and any promotional material is in place before setting up any personal equipment or sales areas. The member organising the

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event will call on everybody involved to help with building up the stand at the start of the event and breaking it down again at the end.

### **25.2 Stewarding at SAW publicity events**

Good stewarding can enhance the effectiveness of the event. If there is a club sales table, stewards may be asked to run such a table for a length of time. Stewards should be on the look out for anything that might be unsafe (for example, wood shavings 'escaping' into public areas causing a slip hazard) and deal with any problems as quickly as possible. Stewards might be asked to monitor the security of pieces on display and to discourage members of the public from picking up pieces in the 'please do not touch' sections of the display. A primary role of stewarding however is to communicate with the public by answering questions about woodturning and the club and encouraging members of the public to come to the club if they are interested in woodturning as a hobby.

### **25.3 Demonstrating at SAW publicity events**

Anyone demonstrating at an event, whether on a club lathe or their own lathe should be mindful of good practice where health and safety issues are concerned. They should be showing good practice in their own safety equipment (strong shoes, suitable turning smock or equivalent work-wear, safety glasses) and safe practice in the use of tools, mounting work on the lathe, sanding and finishing. Turners should regularly clear up wood shavings to reduce the chance of slip hazards.

While it is reasonable for turners who wish to sell work, or skills to the general public to have business cards available for people to take, large business signs are not appropriate.

### **25.4 Selling work at SAW publicity events**

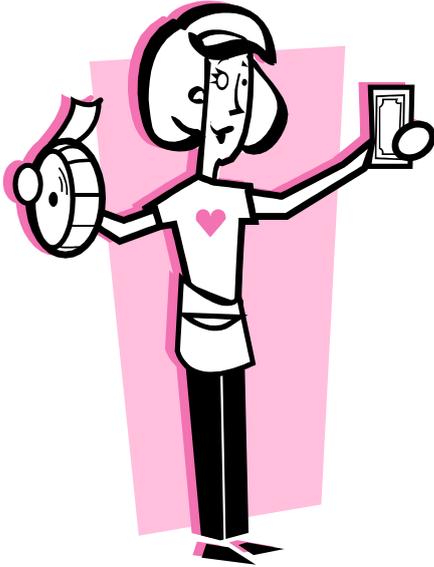
The organiser may arrange for a single club sales table at the event. If this is the case, participants may bring pieces to sell as long as they are priced with a clear label which identifies them (initials on the label). They also need to provide the table stewards with a list of every item with its price so that accurate records of sales can be kept during the day. If the event is costing the club more than £20, the organiser may collect a small percentage of each sale to help cover the club expenses. This would usually be between 5% and 10% of the sales made and the organiser would make it clear to members before the event that this was the case.

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If the organiser decides that anyone can sell from their own lathe/table then each person is responsible for looking after their own stock. Adjacent turners may choose to help each other out to allow for breaks, but it would not be the organiser's responsibility. The organiser may still ask for a small donation towards the running costs of the event.

There may be events where sales are not appropriate. In which case, the organiser will inform participants in advance of the event.

### 26. Raffle



Each month, except at the AGM in January, at the Club meeting we hold a raffle. The prizes are mainly tools or woodturning consumables. Some prizes are kindly donated by members including the various pieces of wood. This raffle makes a considerable contribution to the club's annual income and therefore helps to keep the membership fees as low as possible. Many clubs charge membership and then have a charge for each club evening. Each raffle ticket costs £1. We hope that those members who can, will support the club by buying at least one raffle ticket each time (and preferably more than one!).

### 27. Refreshments at club nights



Although the bar is part of a private resident's club they do allow club members to fortify themselves on a club night at preferential prices (*one of the reasons you sign in*). For those wanting something less intoxicating, hot tea, coffee and biscuits are available in the interval at a nominal price.

### 28. Running a Saw event

Any member can run a SAW event, not just members of the committee. It may well be that you are invited to take part in your local church fete or a local charity event and are anxious because you have no insurance to cover you. In fact, many organisers now insist on seeing some kind of public liability insurance before you can take part. If you wish to take part in such an event, contact the secretary, who will direct you to a pack of materials. When they are returned, filled in, they will be checked and signed on behalf of the club. It is then a

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recognised club event and is therefore covered by our insurance. The club will also loan you equipment, should that be necessary, and provide you with advertising material for display and distribution. It helps the club and fulfils our aims to have as many events where we show woodturning to the public as possible. So please consider running a local stall to sell your work, demonstrate woodturning and publicise the club. Please read the section on insurance carefully to see the extent of the insurance cover.



*The display set up at Alexandra Palace 2009 - Your stand does not need to be as complex as this one - but we do have a display board, laminated pictures, a big flag saying 'SAW' and relevant leaflets - as well as a good dust extractor, safety screens platter stands, do not touch signs etc. etc!*

### 29. Rural Life Centre Weekends

The club demonstrates at the Rural Life Centre in Tilford several weekends every year. It is the best opportunity we have to meet the aim in our constitution of bringing woodturning to the general public. It is always a relaxed event and has given many members the chance to demonstrate to the



public for the first time. It is also a venue for exhibiting and selling our work. We try to attend the 'wood crafts' weekend and the 'steam' weekend. Volunteer Stewards and Turners are vital!

The late Ray Taylor chatting to a group of visitors at the Rural Life Centre

# SURREY ASSOCIATION OF WOODTURNERS

## **30. Seminars**

The Club tries to hold a seminar once a year. This usually is from 10am till 4pm on a Saturday or Sunday. It takes the form of an all day demonstration by a nationally recognised professional turner usually completing a project from start to finish, also highlighting some techniques for which they have been specifically asked. At some seminars we hold an 'Instant Gallery' of members' work which we ask the turner to critique. Some nationally recognised turners will no longer 'do' club nights, so getting them for a whole day is the only way to bring them to our club.

The cost depends on the number of members attending. We did not run a seminar in 2015 and are not planning one in 2016 or 2017 through lack of numbers wishing to attend. If you would like to have a seminar next year, please tell a member of the committee and we will see whether it could be viable in 2018.

## **31. Subscriptions**

The committee, with advice from the treasurer, decides on the subscription amount that is necessary to run the club effectively for the following year. This is put to the members for approval at the AGM and comes into force from that date. The Subscription year is February 1<sup>st</sup> to January 31<sup>st</sup>.

Currently (2016) the subscription is £32 per year. New members joining after August 1st pay half the annual rate. Members under 18 pay membership at a rate of 50% of the full fee. New members joining later in the year may be able to benefit from one of the offers available, either at the club night or at one of our demonstrations. Please talk to a member of the committee or the stand organiser for more details.



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## 31.1 The One Hundred Club

A new fund-raising venture was started at the beginning of 2014. Members can purchase as many entries into the 100 club as they wish, subject to the rules of running agreed by the committee for that year. 50% of the revenue goes into club funds to try to keep down the costs of running the club, maintaining and developing equipment. The other 50% goes back to members as cash prizes in a monthly draw. The Hon. Treasurer runs the 100 club and keeps records which are available to club members as required at club meetings.

## 32. Supporting Charities.

We try to support one specific charity each Christmas and organise events at the December practical evening to raise money for that charity. We prefer to support a local charity with some connection to the membership and value suggestions from members for the next charity to support. In 2016 we collected **over £350 for 'The British heart Foundation'**. This latest donation was augmented by a collection of members pieces offered for the charity to sell through its outlets.

**In the past**, we have also collected old tools for the 'Tools for Africa' and 'Tools for the Tsunami' campaigns. Speak to a committee member at any time if you know of a project that you feel SAW might help with.



## 33. Tool loan

We have a tool loan service to members so that you can 'try before you buy'. We are often tempted to buy a tool that later regret. Being able to try the club one first may save us all some money. On health and safety grounds, we will not stock any tool that we feel needs specialist tuition before use or anything that is directly plugged into mains electricity.

### 33.1 List of tools available (January 2012)

Sorby Captive ring tool

Sorby Spiralling, texturing tool (needs a reasonably powerful lathe that has a slow speed setting)

Sorby wobble chuck

Rolly Munroe Large hollowing tool (needs a reasonably powerful lathe)

Pneumatic rotary tool for piercing/texturing. (Need your own compressor)

Planet long hole borer (for table lamps etc.)

Set of thread chasers ( you must have a lathe that will run at a slow speed)

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Sorby multi-tip tool

Henry Taylor Decorating Elf kit

If we do not have a particular tool, please ask for it to be considered as a future club purchase.

## 34. DVD loan and Book Library

### 34.1 DVD Library.



We no longer stock any videos. DVDs are available for loan for a month. A small deposit is taken and returned if the DVD is brought back at the next club night. These DVDs include recordings of club demonstrations. Members should not copy any of this material. The professional turners give us permission to have one copy. Members are invited to request new titles that the committee will try to obtain in an attempt to keep the library up to date.

A List of resources is available on the 'Loans table' and is published in the newsletter from time to time.

### 34.2 Book Library.



A small book library is also being formed, mostly of books donated by members. The library is operated in the same way as the DVD Library above. Members are invited to request new titles that the committee will try to obtain in an attempt to keep the library up to date. Donations of books, DVDs etc. are very welcome.

## 35. Volunteer Helpers for events

Members prepared to volunteer to support events will find lists to fill in on the admin table before the event and reminders in the newsletters. Unless we have volunteers, we can not have a club stand at shows etc., or run an Open Day.



## 36. Volunteer Helpers for club nights



The Committee works for the club, organises the programme, co-ordinates members at events and provides opportunities for members to improve their skills and display their work. *It is not the responsibility of the*



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*committee to get out and put away equipment for events.* A team of volunteers is required to do this. Please tell the secretary if you are prepared to help. Without volunteers, the club cannot run. If 4 different people stay to help each club evening each member would only need to help once every 3 years!

### 36.1 The Vic Burge Trophy

The family of one of our long term members, Vic Burge, provided a trophy in memory of their father, which is given out every year to an ordinary member (not a member of the committee) who has regularly helped out in some way. It could be someone who stays to clear up, someone who supports a lot of events by volunteering or someone who runs a club night activity regularly. As well as holding the Vic Burge Shield for the year, the member has their name engraved on the shield and is given free membership for that year to say 'thank you'.



### 37. Web site

The club website address is: [www.sawoodturners.org](http://www.sawoodturners.org)

It has email links to committee members and information about the club. We are pleased to receive comments and suggestions about the website and its links.

**37.1 Group emails** : At the 2010 AGM it was agreed that the committee could send occasional information items to members with email addresses as well as the notifications of newsletters. Every such email sent will have information about how to stop receiving SAW emails.

**37.2 Facebook** : A private group (open only to current SAW members) has been set up to help members share information and ideas and to help develop the SAW community. To join this group, email the webmaster.

### 38. Workshop days

Workshop days used to be called 'Hands-on Days'.

Club members, at any stage of their turning development, may join a workshop day although absolute novices are advised to take up the mentoring scheme first (see section 17). Experienced club members volunteer to **supervise** a lathe and **offer advice** to those taking part. *This is not 'tuition'*. Should you wish to

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receive tuition it is recommended that you join a course with an accredited member of the Register of Professional Turners (website [www.rptturners.co.uk](http://www.rptturners.co.uk)).

Members make their own lunch arrangements; bring the tools that they wish to have help in using and their own, non-toxic, low-dust timber. The cost of the day (currently £10) just covers the hire of the small hall. We try to have no more than 2 turners to a lathe.

We hold three workshop days a year, normally on the third Sunday in February, June and November.

Please read carefully the section on Insurance before deciding to join a workshop day.

We ask you to pay when you sign up for a workshop day. When the list is full we offer 'reserve' spaces and, were you to become unable to join the day we would try, if given enough notice, to get someone to take your place. However, if no-one is available or you just fail to turn up without notifying the organiser we expect you to pay for your booked place.

### **Appendix 1 Constitution**

This can be found as a pdf file on the 'About the club' page of the club website.

<http://www.sawoodturners.org/history1.php>

### **Appendix 2 - Progressing through the SAW achievement levels**

Reviewed and amended in February 2015

This can also be found on the same page

<http://www.sawoodturners.org/history1.php>

and is called 'Progressing through the SAW achievement levels'

The aim of the 2015 changes to our competition structure were to link both major competitions (*the 3 round 'Club Competition' held on practical evenings and the Open Day Competition held in October*) and provide ways members can progress up the SAW achievement levels by entering either competition or by peer evaluation.