

2nd WASHINGTON FOLK FESTIVAL, JUNE 3-4, 1978

Minutes of Post-Festival Meeting

PRESENT: Bev Chapman, Jonathan Eberhart, Mia Gardiner, Nan Goland, Lars Hanslin, Debbie Hutton, Linda Lieberman, Wally Macnow, Gail McHenry, Tom McHenry, Dolores Nichols, Don Nichols, Dave Olive, Dick Ring, Mike Rivers, Nancy Schatz.

In general the Festival went very well, but many things could be improved, which is the purpose of this meeting.

HOURS: Some staff felt that getting to the park very early was not necessary for them or for their volunteers; others felt they needed as much time as possible to set up. It was agreed that arrival times should vary according to the job; e.g., stage managers should arrive at 10 a.m., other stage personnel are not needed until 11:30.

Most of those present liked the hours of this year's Festival, and felt that the evening arrangement was good.

PARK SERVICE: Everything went well here; the only problem is parking. Next year will try to have extra police on hand to help with the lot on both days. There has been a petition in the neighborhood to prohibit such large events; Dick thinks it won't amount to much, but we should do all we can to alleviate the parking problem. One problem was that our Festival was just 2 weeks after the Irish Festival, another large draw, so the parking situation was especially noticeable. Perhaps Glen Echo can space such large events farther apart. A possible partial solution is to run shuttle buses to and from a nearby large parking lot such as Defense mapping agency or David Taylor Model Basin.

In addition to public parking, we need better coordination on passes for parking in the small lot for certain performers.

For next year, we should appoint a transportation chairman to check out alternatives and work with the Park Service in this area.

STAGES: Dave pleads for walkie-talkies; most others feel they would be helpful but are not essential. We will continue with four stages next year; the Adventure Theater will be available. The Campus Room is being enlarged (though it will still have only one door), so there should be better rain space. The carousel music was too loud, especially for the Campus Room in the rain. The best solution for this is to close certain doors on the carousel to directionalize the sound. We should rent enough sound equipment to have back-up systems in the rain locations instead of relying on FSGW's and/or Bruce's systems. Mike also wants to rent a snake (a device to feed many mike wires into a mixer).

Dave says stage staffing was very good, but sometimes had more help than was needed. Really just need for each stage one stage manager, one assistant, and a couple of people on sound. Clocks are needed at each stage.

HOSPITALITY: The upstairs office worked very well, but we need more signs pointing to it for performer sign-in (the importance of signing in well in advance of performance time must be stressed to performers). Better maps to and of Glen Echo are also necessary.

Nancy needs to be kept better informed of all details, as she gets many questions when performers arrive and sign in, and had very few answers. All staff should be kept aware of all policy decisions and developments. A full staff meeting the day before the Festival to catch people up on last minute changes and procedures and to answer questions probably would be a good idea.

Performer information sheets should be sent out ahead of time; if they are not returned, have performers fill out another when they arrive. Stage managers do need this information in advance of performance time. A few questions on the info. sheet need to be clarified. Dave requests that we be sure to get information on set-up time.

Nancy suggests we have name tags printed with the Festival name and date and a logo. We should also have a poster with the same logo.

VOLUNTEERS: Volunteers should sign in; a few apparently did not. We had very good volunteers, many of whom stayed much longer than necessary. Our biggest problem is how to

recruit volunteers without spending hours on the telephone--we need to get them to come to us. Volunteer forms should be in the newsletter. Also we can coordinate more with the Park Service; Bev has volunteers who could help.

PUBLICITY: Jeff submitted a report which Mia now has. We should be sure to get a list of the Park Service's deadlines so we can put our stuff through that machinery. We should get publicity into the small local papers and such publications as the Federal Register. Publicity should suggest carpooling and public transportation. Some feel that because of the parking situation, we cannot handle larger crowds and therefore should not make such a huge publicity effort.

DANCE: Dance activities went very well, with no problems, but the dance chairman should be the one responsible here. We need to think about priorities between participatory and demonstration dance activities. The Ballroom should be all participatory, with demonstration dance performances on the stages. Wally would like to add some playparties and children's dancing.

PROGRAM BROCHURE: All agree it was excellent; we had three cartons left.

MEMBERSHIP: We sold quite a few memberships, and expect a large return from the brochures. FSGW booth needs more visibility; the stage managers should plug membership.

FOOD: Arrangements for feeding participants need to be revamped; giving out cash is not a good system. Probably next year will have a special outlet available only to participants, possibly only at specified times.

One of our volunteers, Tina Sobel, is interested in working on ethnic foods for next year.

FINANCES: The sound equipment was cheaper than expected. Walkie-talkies could be cheap or expensive depending on what you get.

The total of expenses so far is \$2600; a few more bills will be coming in. In the future, anyone spending money for the Festival should give an estimate of expenses to Linda.

The deadline for submitting application for next year's grant is October 1, 1978.

CRAFTS: The crafts area at the Cuddle-Up was very good (though the roof leaked); we would like to get more participatory stuff for kids.

We need better liaison between the Festival and the Glen Echo resident craftspeople. If possible they should be outdoors; we should plug them. Perhaps one of our staff should attend one of their meetings and explain the Festival and how they could fit into it.

PROGRAMMING: We need more ethnic Americans. We've been pussyfooting around because we've been afraid they'd say no. We should go ahead and ask and let them say yes or no as they choose. We should emphasize that everyone is a volunteer, and no one is taking advantage of anyone. David would like to do some fieldwork, if we can pay expenses.

If anyone sees the balloon man, please tell him to call Mia.