

1. **Quorum and Call to Order.**

- a. The meeting was called to order at 8:12 pm by President Anne Sergeant.
- b. The following were present, constituting a quorum: Anne Sergeant (President), Kathy Westra (VP), Jim Cole (Past Treasurer), Dennis Cook (Past President), Lynn Pastore (Membership), Charlie Baum (Monthly Programs), April Grastorf (Secretary), Janine Smith (Dance), Lesley Frank (Newsletter), and Jean McAulay (At Large) .
- c. Betsy Platt (Special Programs), Susan Clark (Publicity), and Holly Steussy (At Large) were absent.
- d. The following non-FSGW-Board-members were present: Dwain Winters, Thomas Spilsbury, and Tom Tucker.

2. **Approval of Minutes.**

- a. The April 2004 minutes were review and corrected. April Grastorf asked that approval of the March 2004 minutes, which had been taken by Betsy Platt, be postponed as some information was missing.
- b. ***Resolved: That the Minutes for April, 2004 be adopted as corrected.***
Janine Smith moved that the April 2004 minutes be approved as corrected.
Dennis Cook seconded. By voice vote, the Motion was unanimously approved.

3. **Washington Spring Ball.**

- a. Tom Spilsbury submitted the preliminary budget of \$2125, which provides for \$24 per member and \$26 per non-member admission fees. The maximum number of dancers is 110-120, and no gender balance is maintained.
- b. Jim Cole pointed out that the budget was extremely tight, and did not allow for sufficient surplus. It is FSGW policy that such events budget in a 15% surplus.
- c. Dennis Cook added that the planning should be to break even if a minimum number attend, rather than planning to break even if a maximum number attend.
- d. Jim Cole pointed out that the original budgeted allocation was \$1900, and therefore FSGW Board authority was necessary to increase the amount.
- e. ***Resolved: That the FSGW budget be amended to provide for anticipated costs of \$2150 and anticipated revenues of \$2300.***
Jim Cole moved to amend the FSGW Budget to provide for the revised figures.
Dennis Cook seconded. By voice vote, the Motion was unanimously approved.

4. **Advertising.**

- a. Susan Clark had sent an email regarding her placing of an ad for the WFF, asking for reimbursement.
- b. Kathy Westra pointed out that the by-laws prohibit unilateral spending of more than \$75 without Board approval.
- c. After some discussion, the Board agreed that Susan's decision was a poor use of available resources; however there is a budgeted line item of \$300 for advertising, and nothing has been allocated to date, so no additional Board action is necessary.

5. **Database.**

- a. Judy Oppenheim has begun working with Dennis Cook, has picked up all badge stock, has ordered other supplies.
- b. Rita Ferrara has some outstanding expenses, which she will submit.

6. **Directory.**

- a. The directory is available on disk, and the disk was given to Kathy Westra, who indicated she would attempt to get enough copies printed out in time for the next (joint) meeting.

7. **Washington Folk Festival.**

- a. The "Puppet Theatre" is the new stage (storytelling has been assigned to the former puppet theater, but there shouldn't be a problem with sound spill).
- b. Crafts will be in the Bumper Car Pavilion, and the office space in the education building.
- c. Satellite parking will be at the Geico lot in Friendship Heights – about 500 spaces. The Defense Mapping Institute lot is still not available. No Montgomery County Ride-On available, so a request for bids by private sector transportation firms is to go out this week. There will not be as many buses this time. There is a Metro station two blocks from the Geico lot.
- d. There is a Volunteer Safety Information Sheet, which is to be used by all Park volunteers, not just the WFF. Individual jobs will also be covered, and there is a page for Worker's Comp coverage.
- e. Mariott volunteers will be available mid-May, the Wednesday before the tents are erected, and the Smithsonian will provide a crew on the Monday after the festival.
- f. Still no stage sponsors, and therefore no funding.
- g. "Suggested donation" amounts do best if there are also buttons available to give out.
- h. The volunteer cadre appears to be adequate except for the parking volunteers; Dwain reported that there were many repeat volunteers.
- i. Dwain mentioned again that finding upper level management volunteers continues to be a problem.

8. **Committee Reports.**

- a. *Dance:*
 1. The Sunday Night dance has moved to the Bumper Car Pavilion for the summer (except for the WFF weekend).
 2. Janine asked if there is an FSGW policy on campaigning, as an attempt was made at a recent dance to use the announcement period for campaign announcements. Kathy Westra stated that the ballot allocation of 125 words is the only FSGW sanctioned campaign space.
 3. There has been a request for some additional sound equipment; Jim Cole asked who owns the current Ballroom sound system, and it seems that FSGW, the Park, and the Friday Night Dancers share ownership, although there is no overall inventory.
- b. *Newsletter.*

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1. Lesley stated that as the 40th anniversary issue was approaching, it would be appropriate to ask Joe Hickerson to provide an article. Debbie Hutton also has expressed an interest in getting a committee together to plan an appropriate event.
 2. The upcoming summer issue will be virtual, so all information needs to get into the June issue to the greatest extent possible.
 - c. *Mini-Fest.* Kathy Westra reminded all Board members that the Mini Fest still needs a Chair.
 - d. *Membership:*
 1. A slight Membership increase.
 2. Lynn would like to do a postcard follow up, and will have a membership table at WFF. Kathy has a box of brochures to hand out.
 - e. *Monthly Programs:*
 1. Charlie reported April attendance of 105, with 20 non-members.
 - f. *Treasurer's Report:*
 1. Interim Treasurer Kathy Westra reported a very great drop in revenues for Special Events. The latest data she has shows estimated gross revenues in the budget were supposed to be \$18,000, but actual revenues accounted for only \$542.
 2. The separate banking account for English continues to be a problem, particularly as the reports have not been timely forwarded to the bookkeeper.
9. **Next Meeting and Motion to Adjourn.**
- a. The regular June 2004 meeting will be June 1, 2004.
 - b. ***Resolved: That the May 2004 meeting be adjourned. Dennis Cook moved to adjourn, Kathy Westra seconded. By voice vote, the Motion was unanimously approved.*** The meeting adjourned at 10:03 pm.