

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

- a. The meeting was called to order at 8:12 pm by President Anne Sergeant.
- b. All eleven Board members were present, constituting a quorum: Anne Sergeant (President), Betsy Platt (Vice President), Tom Spilsbury (Treasurer), April Blum (Secretary), Charlie Baum (Special Programs), Charlie Pilzer (Monthly Programs), Lynn Pastore (Membership), Lesley Frank (Newsletter), Janine Smith (Dance), Tom Tucker (At Large) and Tim Livengood (At Large).
- c. The following non-FSGW-Board-members was present: Kevin Adler.

2. **Approval of Minutes.**

- a. As there had been no quorum at the January meeting, there were notes, but no minutes, and no resolutions had been made.
- b. ***Resolved: That the notes of the January 2005 meeting be approved.***
Lynn Pastore moved to accept the notes of the January 2005 meeting as amended.
Betsy Platt seconded. By voice vote, the Motion was unanimously approved.

3. **Takoma Park Folk Festival.**

- a. Kevin Adler spoke to the Board about the Takoma Park Folk Festival, which takes place at the Takoma Park Middle School, as does Mini-fest, but which is much larger, and takes place during the summer, using outdoor stages.
- b. Lenore Robinson, who had been chairman, passed away in April 2004, and without her leadership, there is concern that the TPF is looking for volunteers in the folk community. He provided a list of positions available.
- c. Kevin asked if we would pass the word that TPF is looking for volunteers in the folk community. He provided a list of positions available.
- d. Most of the work is June/July/August. They have decided to have 7 stages instead of 8.

4. **Elections.**

- a. The Nominating Committee currently consists of Wayne Harvey and Susan Taylor. Betsy Platt indicated that Jamie Platt would be willing to serve if needed, and Anne Sergeant has left a message with Jim Cole.
- b. The positions for which candidates are needed are:
 1. President
 2. Secretary
 3. Dance
 4. Newsletter
 5. Membership
 6. Publicity
 7. At Large (2)

5. **Membership – Grace Period.**

- a. Lynn Pastore asked if there was a policy regarding a “grace period.” No such formal policy appears to have been adopted, and the Board agreed that this matter could be left to Lynn’s best judgment.

6. **Post Office Box.**

- a. The Post Office has changed the lock, and it is now necessary to get to the Post Office during business hours, and have the mail handed over by a clerk.
- b. Anne Sergeant's name and Carl Mintz's name are on the card, so both are authorized to pick up mail.

7. **WFF/GEPPAC.**

- a. Charlie Pilzer reported that Dwain is aware that GEPPAC is short of all of its stated goals in all areas.
- b. There is a much stronger campaign this year to find stage sponsors.
- c. The volunteer staff is largely in place, and the program committee is at work.
- d. WFF is still missing a Volunteer Coordinator.

8. **Solicitation Letter.**

- a. Betsy Platt reported donations of \$3,272, considerably less than expected.
- b. Anne Sergeant pointed out that in significant part, this was because the mailing list that was provided by Dennis Cook was many years old. A large proportion of the mailings were returned because members had moved and the forwarding order has long expired.
- c. Betsy plans to write a follow up letter to be sent to members who did not receive the first mailing (it will be necessary to check the new list against the old list).
- d. Charlie Pilzer will talk to Dennis about how such an outdated list was generated and what can be done to prevent this sort of database glitch.

9. **Archives.**

- a. Tom Tucker demonstrated to the Board the remarkable progress he's made turning the old archived tapes into WAV files. Board members were delighted and surprised at how much progress had been made by Tom on this extremely important project, and wish to express their gratitude to Tom for moving forward with this significant preservation effort.
- b. Charlie Pilzer informed the Board that some additional storage devices would be useful and necessary to continue the archival transfer.
- c. ***Resolved: That the FSGW budget be amended by increasing the Equipment Purchase Expense line item by \$400, and increasing the DOGI revenue line item to \$7400.***
Charlie Baum moved that the budget be amended to permit the purchase of additional equipment, with a matching increase in revenue. Tom Spilsbury seconded. By voice vote, the Motion was unanimously approved.
- d. ***Resolved: That FSGW purchase one or more harddrives to facilitate the digitization of FSGW audio tapes, up to a maximum of \$400.***
Charlie Pilzer moved that FSGW purchase additional digital storage devices so that the digitalization process could continue. Tim Livengood seconded. By voice vote, the Motion was unanimously approved.

10. **Committee Reports.**

- a. *Newsletter.*
 1. Nothing to report.
- b. *Dance.*

1. New Year's Eve – the Bethesda Women's Club will be the venue for the 2005 New Year's Eve dance. It is slightly smaller than the Chevy Chase Women's Club, which FSGW has used for the last two years. Band will be *Notorious*.
2. Inclement weather has brought attendance on Sunday night down to about 60 twice recently.
3. The cordless mike (not the receiver) was stolen and the headphones were taken from the Ballroom between the 23rd and 28th of January. GEPPAC/FND/FSGW to share replacement costs?
4. Another revenue raising possibility: Encourage dancers to "sponsor" a dance – to commemorate a person or a special date – to partially offset the costs.
5. Winter use of the Ballroom is \$210 minimum.
- c. *Monthly Program.*
 1. Charlie Pilzer is interested in setting up some sort of "opt-in" email list.
 2. The WES piano needs to be tuned; Charlie P. will make arrangements.
- d. *Special.*
 1. Charlie Baum reported a surplus of \$268 for the Brian Conway/Brenda Dolan concert, and one event that was snowed out.
- e. *Treasurer.*
 1. Tom Spilsbury passed out the November report.
 2. The Getaway is at the break even point.
 3. Specials are break even or showing a surplus.
 4. April Blum informed the Board that she was not aware, when the budget had been passed, that the cost for renting the Takoma Park Middle School had gone up approximately \$500 during the two-year hiatus. Accordingly, she asked that the Mini-Fest budget be increased from \$3600 to \$4100.
 5. ***Resolved: That the Mini-Fest expense budget line item be increased from \$3600 to \$4100.***
Charlie Baum moved to amend the Budget to increase the Mini-Fest expense line item by \$500. Charlie Pilzer seconded. By voice vote, the Motion was unanimously approved.
- f. *Membership:*
 1. Lynn Pastore reported an increased rate of renewal, possibly in response to the rate increase.

11. Strategic Planning Session.

- a. It was agreed that many ongoing areas of concern need further discussion or more time than can be devoted at regular FSGW meetings. There will be a meeting at Charlie Pilzer's house on Saturday, February 19, at 10:30 am, to discuss at least some of the following:
 1. GEPPAC
 2. Website/email
 3. Increasing attendance
 4. Venues

12. Next Meeting and Motion to Adjourn.

- a. The next regular meeting is scheduled for Tuesday, March 1, 2005.
- b. The meeting adjourned at 10:48 pm.