

1. Quorum and Call to Order

- a. The meeting was called to order at 8:00 pm by President April Blum.
- b. The following were present, constituting a quorum: April Blum (President), Charlie Baum (VP), Noel-Marie Taylor (Secretary), Liz Milner (Publicity), Roxanne Watts (Publications), Marty Summerour (Program), Mary Cliff (Past President), Janie Meneely (Membership), Steve Burnett (Dance), Tim Livengood (At Large), Molly Graham Hickman (At Large), and Steve Winick (At Large).
- c. The following Board member was absent: Richard Aigen (Treasurer).
- d. The following non-Board member was present: Dwain Winters (Washington Folk Festival).
- e. Molly was welcomed as the newest addition to our Board.

2. Approval of Minutes

- a. The Minutes of the meeting held July 9, 2013 (for July 2013) had been previously circulated among the Board members, and corrections were provided.
- b. **Resolved: That the Minutes for July 2013 be adopted.**
Tim Livengood moved that the July 2013 minutes be approved as corrected. Marty Summerour seconded. By voice vote, the Motion was unanimously approved.

3. Action Item Reports

- a. Deletion of Section XIV from online bylaws: this has been completed.
- b. Independent Audit Committee: The Audit Committee has interviewed the firm that does the GEPPAC audit, and was favorably impressed. The amount budgeted for the audit seems appropriate. A brief discussion with Leslie Barkley about delays in transferring information to her has resulted in a request for a uniform event reporting page, which will also be a plus for an independent auditor. April, Steve and Noel-Marie will work with Leslie on this. Some records from the previous Program chair still need to be acquired for the audit to begin.
- c. WALA: April still has not received a response, but will continue to follow up, or seek another organization that is more responsive.
- d. Books-A-Million: Saturday November 23 has been approved by BAM. Roxanne and Tim will follow up to see which of the stores are included, tie in with story telling, is it possible for the performers to sell their own CDs, etc. They will talk to Marty as well about the idea of adding music as well.

4. Non-Discrimination Policy

- a. The following language was proposed: The Folklore Society of Greater Washington does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, or sexual orientation, in its activities or operations. FSGW is committed to providing an inclusive and welcoming environment, and making reasonable accommodation, for all members and non-members at all of its activities.
- b. This language is slightly different from the version previously proposed – military status has been eliminated as non-applicable.
- c. Concern was voiced by several members over the possibility that the wording would affect events where gender balancing or age restrictions are in place. Some modification to the wording was made as a result.
- d. **Resolved: That the Non-Discrimination Policy be adopted.**
Noel-Marie moved that the proposed Non-Discrimination Policy, with a wording of “The Folklore Society of Greater Washington does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, or sexual orientation, in its activities or operations. FSGW is committed to providing an inclusive and welcoming environment, and making reasonable accommodation, for all members and non-members at its activities.” be adopted and

posted on the website as soon as possible. Steve Burnett and Marty Summerhour both seconded. By voice vote, the Motion was approved.

5. Anti-Harassment Policy and Procedure

- a. The following policy and reporting mechanisms for the handling of dangerous or inappropriately behaving dancers have been proposed:
FSGW sponsors events which are intended to foster a pleasant environment and a tolerant community, and to provide a comfortable experience for all. As a sponsoring organization, FSGW has the responsibility to do everything it can to ensure attendees', participants' and performers' safety and security at FSGW events. Behavior which is disruptive, aggressive, threatening, harassing, dangerous, or inappropriate in any way will not be tolerated.
Reporting:
If you are an attendee at an FSGW event and you experience such behavior, please immediately verbally report the incident to the nearest FSGW representative, and, if possible report the incident in writing to the President and/or Vice President, or to the Officer responsible for the event (e.g., Dance@fsgw.org if the incident occurs at an FSGW-sponsored dance event). Please provide as much detail as possible.
- b. The following procedure for the handling of complaints about dangerous or inappropriately behaving dancers has been proposed:
 - i. If a complaint is made during an event, the FSGW representative should gather information, including names and contact information of witnesses to the behavior, so that a written report can be made to the Board. If a complaint is made to any FSGW Board member or representative after the conclusion of the event, a written report shall be sent to the Board within 24 hours of receipt of the complaint.
 - ii. The immediate safety of attendees is of highest concern. If the complaint is made during an event, and if the FSGW representative reasonably believes that the safety of one or more attendees is at risk, the FSGW representative may ask the complained-of party to leave the event, and may take appropriate action if the complained-of party refuses to leave the event.
 - iii. The FSGW representative shall make written notes regarding the complaint, which shall be given to the Board for further action. The Board may gather additional information or may form a sub-committee to gather additional information, in the Board's discretion.
 - iv. If the Board determines that further action is appropriate, the complained-of party shall be informed both of the existence of the complaint and the range of possible Board action being contemplated. The complained-of party may request a meeting with the Board to refute the accusations. The Board, meeting in Executive Session, shall determine the appropriate action to be taken, by simple majority vote. Actions may include, without limitation, issuing a warning in writing; banning the offender from a type of FSGW event (e.g., concerts), or from all FSGW events, for a specific period of time or indefinitely; or any other action, in the Board's sole and absolute discretion.
 - v. Minutes shall be kept of all deliberations, and these minutes will be made available to FSGW members pursuant to FSGW policy. The names of the parties shall be redacted and shall not appear in the public version of the Minutes.
- c. After discussion, some modifications were made to the proposed policy.
- d. Due to time constraints, the procedures will be further discussed at the September Board meeting. April encouraged everyone to read through them and offer input online meanwhile, to streamline the discussion at the next meeting.
- e. **Resolved: That the Anti-Harrassment Policy be adopted.**
Janie Meneely moved that the proposed Anti-Harrassment Policy, with a wording of

“FSGW sponsors events that are intended to foster a pleasant environment and a tolerant community, and to provide a comfortable experience for all. As a sponsoring organization, FSGW has the responsibility to ensure attendees', participants' and performers' safety and security at FSGW events. Behavior that FSGW deems to be disruptive, aggressive, threatening, harassing, dangerous, or inappropriate in any way will not be tolerated.” Be adopted by FSGW. Liz Milner seconded. By voice vote, the Motion was unanimously approved.

f. Resolved: That the Reporting procedure be adopted.

Tim Livengood moved that the proposed reporting procedure, with a wording of “If you are an attendee at an FSGW event and you experience such behavior, please immediately verbally report the incident to the nearest FSGW representative, and, if possible report the incident in writing to the President and/or Vice President, or to the Officer responsible for the event (e.g., Dance@fsgw.org if the incident occurs at an FSGW-sponsored dance event). Please provide as much detail as possible.” be adopted and become part of the Anti-Harrassment Policy. Noel-Marie Taylor seconded. By voice vote, the Motion was unanimously approved.

6. Membership Decline

- a. Excellent report provided on subject by Roxanne, Liz, and Marty.
- b. Many suggestions were offered. One major need is to cross-pollinate between dance and music communities. Find way to tempt more dancers to join FSGW. Mary suggests doing concert previews during dance break (CD probably rather than live). Marty is happy to do concerts with special dance bands who are touring. OR combination events: start evening with a concert, followed by dancing.
- c. Another idea that was suggested: increase number of free dances (currently 7 concert 2 dances), but also allow membership card to be a ‘punch card’ that can be used to get free admission to certain number of events.

7. Sponsorship at Takoma Park Folk Festival

- a. Pamela Larson has sent FSGW a request to become an official sponsor of one of the stages at the Takoma Park Folk Festival, which is scheduled to take place this year on Sunday, September 8. This sponsorship would cover the Abbott Stage, which is an indoor performance venue.
- b. The offer specifies that in addition to a mention on their website, we would be permitted to display a banner on the "front" of the stage all day long, along with an "information table" at the side of the stage. A vertical banner would be acceptable as well.
- c. The "special first-year offer" is \$500; "normal" request is \$800-1000.
- d. Liz noted that we also will have our literature at a table that is being shared with “We Are Takoma”.
- e. **Resolved: That FSGW sponsor the Abbott Stage at the 2013 Takoma Park Folk Festival.**

Liz Milner moved that FSGW allocate \$500 to sponsor the Abbott Stage at the 2013 Takoma Park Folk Festival. Janie Meneely seconded. By voice vote, the Motion passed.

8. Silver Spring Dance.

- a. The Silver Spring Dance is an FSGW co-sponsored event. Busy Graham, its organizer, has requested that FSGW help to fund the deposit required to secure the dance site. Cost per rental is \$228.50; the total rental for August 8, September 12, November 14 and December 12 is \$914. Half of that would be \$457.
- b. At the moment, the dances do not break even (pay per musician and caller is \$150, so costs are approximately \$850 per dance, assuming 3 musicians (\$450 + 150 caller + 230 hall + 20 miscellaneous).
- c. The Silver Spring Civic Center is another "urban" dance venue, and could be a success on par with the DC Square Dance Revival.

d. Resolved: That FSGW allocate funds of \$457 for Silver Spring Dance's hall rental.

Janie Meneely moved that FSGW allocate \$457 to ensure that hall rental is paid for August, September, November, and December as part of FSGW's co-sponsorship of the Silver Spring Dance. Liz Milner seconded. By voice vote, the Motion was approved.

9. University of Maryland Square Dance for Graduate Students

- a. Michelle Strange, of the UM Graduate Student Life, Community and Social Programs office, contacted April Blum about a dance as part of UM's welcoming festivities. They have a very small budget, but already have a hall and a sound system, and people to run the sound system, so costs are limited to the caller and musicians.
- b. Janine Smith, a local caller who is particularly good with introducing beginners to calling squares, has agreed to call the dance, and to round up musicians. Her fee will be paid by UM.
- c. Previous discussions regarding outreach and membership increase noted that many residential colleges have activities during the first week for freshman, and FSGW should consider using local callers and bands to make its presence known on college campuses. This event would give FSGW a "foot in the door."
- d. Motion: That FSGW allocate funds of \$300 to pay for musicians for the UM square dance. Noel-Marie Taylor move that FSGW allocate \$300.00 to pay three musicians to play at a square dance at the University of Maryland, scheduled for Tuesday, August 27. Steve Burnett seconded. By voice vote, the Motion passed unanimously.***

10. Budget Meeting

It is time to plan FSGW's annual budget, as the start of fiscal year is September 1. Leslie Barkley will send out information to each Committee on its past year's budget – both proposed and actual income/expenditures. Note that budgets can be modified as needed through the year. April proposed August 11 for the budget meeting; she will follow up via email to set the actual date.

11. Planning for FSGW's 50th Anniversary

A lively discussion of plans and possibly activities for FSGW's 50th anniversary year took place. Among the suggestions:

- a. Get some well-liked local big name people to do a concert; Tom Paxton was specifically mentioned.
- b. Special events for ALL areas (concerts, dances, family, storytelling, etc)
- c. Cross-over events to introduce our members to the other facets of the Society.
- d. Poll the membership for ideas: "We have a 50th anniversary coming up. How would YOU like to celebrate?"
- e. Cookbook/memory book. This has already been approved and is in the works.
- f. Request photos and other memorabilia from membership and create an archive.
- g. Look forward: what will the NEXT 50 years bring?
- h. Make some events member only? This may encourage new memberships.
- i. Mary mentioned that for the 25th anniversary, we did a founders' concert. While we may no longer be able to book those original artists, many have children or grandchildren who are also well respected folk artists.
- j. Many local venues are aware that our 50th anniversary is coming up, and are interested in co-sponsorships. Among these: Birchmere, Artisphere.

12. Committee Reports

Committee reports were submitted for review by Board members.

13. Next Meeting Date & Motion to Adjourn

- a. The regular September Board meeting will take place on Tuesday, September 10.
- b. The date for the budget meeting, originally schedule for August 11, will be further discussed via email before it is finalized.

c. ***Resolved: That the August 2013 meeting be adjourned.***

Liz Milner moved to adjourn, Steve Burnett seconded. By voice vote, the Motion was unanimously approved. The meeting adjourned at 10:00 pm.