

1. Quorum and Call to Order

- a. The meeting was called to order at 8:02 pm by President April Blum. The meeting was held at the Irish Inn at Glen Echo.
- b. The following were present, constituting a quorum: April Blum (President), Charlie Baum (VP), Richard Aigen (Treasurer), Noel-Marie Taylor (Secretary), Liz Milner (Publicity), Mary Cliff (Past President), Roxanne Watts (Publications), Marty Summerour (Program), Steve Burnett (Dance), Tim Livengood (At Large), Steve Winick (At Large), and Molly Graham Hickman (At Large).
- c. The following Board member was absent: Janie Meneely (Membership).
- d. The following non-Board member was present: Will Strang (Webmaster).

2. Approval of Minutes

The Minutes of the meeting held December 17, 2013 (for December 2013) had been previously circulated among the Board members, and corrections were provided. The minutes were approved.

3. Action Item Reports

- a. Independent Audit Committee: Richard is working with the auditor to provide necessary information.
- b. Banners: Donna Barker expressed concern that the banners not be a safety hazard (e.g., falling). We may use sandbags to hold them in place. April will order the banners.
- c. Policy Page: Currently only has the 1996 Bylaws. Goal is to get all policies listed here and available for viewing.
- d. Fundraising Letter: Richard reports about \$8000 received to date. Some addresses used were inaccurate and unable to be forwarded.
- e. Uploading of logo versions to website: Not finished, still waiting for 50th anniversary version to be available.

4. Encouraging New Memberships via Facebook

- a. One way to encourage new memberships would be to send a “Thank you for joining our Facebook page, here’s more info about joining” email to all who sign up.
- b. Richard suggests pinning a note at the top of the Facebook page with membership information.
- c. Molly notes that most people who sign up for the Facebook page would be likely to either look at the page or at our website in order to get more information.
- d. Molly will look into easier ways to send messages via Facebook; the Board in general will work to draft an appropriate message to send (ACTION ITEM).

5. 50th Anniversary Planning

- a. The 50 Songs for 50 Years idea is still in the works. There are concerns about gaining rights to use all the songs. One possible alternative would be to create a web page that links to the songs as they are found elsewhere online.
- b. Mary interviewed Lonnie Herman, one of the original founders. She would like to include more interviews in the 50th Anniversary information.
- c. A Gala event is still being considered.
- d. Recognition of Lifetime members: ideas are being collected. Some include a special gathering or reception, t-shirts, tote bags.
- e. The question of recognizing previous board members was brought up. April will work with Jennifer to try to collect a full list. (ACTION ITEM)

6. Annual Elections

- a. Jim Cole, Charlie Bean, Jerry Stein, and Mary Cliff have agreed to be on the nominating committee. Jim will act as chair.
- b. Balloting: The previously used electronic ballot system was less than optimal. Ideas for other options are being investigated. Mary will look into the system used by Folk Alliance. Steve Burnett will investigate commercial options for online ballot systems. (ACTION ITEM)

7. Social Media Presence

Molly presented a summary of information about the use of social media and how we may improve FSGW's online presence, especially via Facebook

- a. All Board members should be administrators on FSGW pages, so their posts can show up as being from FSGW rather than personal posts.
- b. Share FSGW page posts to your personal page to increase visibility.
- c. Start buzz for events early. Steve notes that it is possible to schedule posts in advance, so they will show up at certain times as an event draws nearer.
- d. Remember to use the FSGW logo for all event notices.
- e. There is a closed FSGW group on Facebook, maintained by Laura Saylor. This is confusing to people viewing from the outside, as it is NOT our official presence. Mary will look into this and see if Laura is willing to either rename or release access to the group.
- f. Twitter: Liz's posts about events automatically forward to our Twitter account.

8. Database Issues

- a. A code is needed to identify directory members who are deceased; we do not wish to completely remove them from our files, for historical reasons. However, they should not continue receiving emails and mailings.
- b. It was suggested that members who are inactive for other reasons (non-renewals, for instance) should also be noted but not removed.
- c. A process for doing these will be developed and presented. Working on this will be Mandy Burnett (who enters much of the membership data), Will Strang (webmaster), Ryan Holman (project manager), April Blum, Richard Aigen, and Charlie Baum. (ACTION ITEM)

9. New Memberships at Dances and Concerts

A more consistent method of transferring both the monies and information for new memberships gathered at Dances and Concerts is needed. Mandy Burnett, Leslie Barclay (bookkeeper), Richard Aigen, and Steve Burnett will discuss and co-ordinate this, and report back so all know the procedure. (ACTION ITEM)

10. Website Issues

Will Strang reported on recent work done on the FSGW website. In the past month, some of the more noticeable issues were addressed, including fixing PayPal related problems. At this time, not much progress has been made on upgrading MyOrg. Because the work is being done mainly by Will and Sandy, with assistance from Dennis, it is a slow process. Creating a new website would take more time and effort than they are able to provide. They suggest that to make major changes, we will need either to pay someone to do the work, or to find several more volunteers to take on the task. As part of

this, Ryan Holman has been selected as a Project Manager for Website work, and will co-ordinate with Will and others.

11. Silver Spring Dance

The Silver Spring Dance no longer has access to the Lloyd Shaw sound equipment. At this time, they will use equipment borrowed from other events (egg, the DC Square Dance). Dan Kahn will develop and present a proposal for a small and easily transported sound system that could be used both for Silver Spring Dance and other events.

12. February 22 Concert

Marty will be unavailable to co-ordinate the February 22 concert. Charlie and Molly will take care of it.

13. Next Meeting Date & Motion to Adjourn

a. The regular February Board meeting will take place on Tuesday, February 11, 2014.

b. Resolved: That the January 2014 meeting be adjourned.

Noel-Marie Taylor moved to adjourn, Steve Winick seconded. By voice vote, the Motion was unanimously approved. The meeting adjourned at 9:40 pm.

Action Items:

- Molly will look into easier ways to send messages via Facebook; the Board in general will work to draft an appropriate message to send.
- April will work with Jennifer to attempt to create a complete list of previous FSGW Board Members.
- Steve Burnett will look into commercially available online balloting systems.
- New Database codes for deceased and inactive members
- Process for handling membership forms and monies at dances and concerts