

1. **CALL TO ORDER AND EXISTENCE OF QUORUM.**
 - a. The meeting was called to order at 8:07 by April Blum (President) and a quorum was declared. The following additional Board members were present: Charlie Baum (Vice President), Richard Aigen (Treasurer), Steve Burnett (Dance), Liz Milner (Publicity), Judy Oppenheim (Program), Janie Meneely (Membership), Jadzia Sawa, Tim Livengood, and Steve Winick (At Large). Kim Gandy (Secretary) was absent. April Blum took notes.
 - b. The following non-Board members were present: Jim Batchelder (candidate for At Large, 2015-16) and Ingrid Gorman (candidate for Publicity Chair, 2015-16).
2. **APPROVAL OF PREVIOUS MINUTES.**
 - a. Draft March minutes were distributed electronically, and copies were also provided.
 - b. Charlie Baum and Judy Oppenheim made minor changes to wording.
 - c. Janie Meneely moved to adopt the revised minutes; Steve Winick seconded. The revised Minutes were adopted without objection.
3. **ACTION ITEM REPORTS:**
 - a. Pending, no report
 - i. Legacies language (holding pending new website)
 - ii. Required election if no contested positions
 - iii. New Dancer/Committee buttons (need FSGW button machine)
 - iv. November 2013 minutes
 - b. Independent audit .This will be turned over to the incoming Treasurer. This audit must be completed before FSGW can apply for grants.
 - c. Hope and a Home – March 23 program was presented by Tim Livengood. This outreach program was extended through the end of the fiscal year (see New Business).
 - d. Web migration The Website Migration Committee (WSMC) has been meeting every few weeks to track progress. April reported on the March 30 meeting, at which there was a broad-ranging and extensive discussion of voting issues which may require Bylaws changes.
 - e. Outreach to nursing homes Liz reported that the letter approved at the last meeting has not yet been sent out.
 - f. Survey. Liz reported that this has not yet been sent out, revisions to the survey were provided by email last month. .
 - g. Mary Cliff tribute Charlie reported that he had talked to Mary about curating a concert in her honor, and she seemed hesitant. Tim suggested using a slightly different approach. The Program Committee (Charlie, Janie, and Judy) will be meeting soon, and they will follow up on this. The Board did not send a budget for this event, but the sense of the Board is that such an event should take place.
 - h. WFF Donation letter. Liz reported that she had talked to Dwain and he expected to have it done "soon." The Board had anticipated having the letter ready to mail today, April 1 (see previous Minutes). Liz agreed that she would remind Dwain of the urgency, and that if no draft letter had been received from Dwain by April 8, Liz would draft one. Charlie agreed to send Liz a copy of the 2014 donation letter.
 - i. GEPPAC gala ad. This was due today, but may not have been submitted. Liz will check during business hours on April 2. FINAL
 - j. ASCAP update. FSGW has received an invoice from GEPPAC for ASCAP fees covering Glen Echo fees for 2014. This invoice shows no fees due for the FSGW WFF. There was some discussion regarding non-Glen Echo Park FSGW activities. No action will be taken at this time. FINAL
 - k. Extra Newsletters for the Shape Note Convention. Janie will see that a stack gets to the Shape Note Convention, to be held the 11th and 12th. FINAL
 - l. Proposed FSGW-logo giveaways other than flatpicks. Liz reports that nothing else seems to be within our budget for giveaways. Incoming publicity chair can address this issue
 - m. New amounts paid to caller/band for canceled dances? (Steve B) Half the minimum for the sound tech, and the standard for band and callers. FINAL

4. **OLD BUSINESS**

a. **Appointment of Publications Chair/Newsletter Editor**

- i. Susan Stimpfle, who had been duly elected to serve as Publications Chair for the 2014-2015 term, resigned for personal reasons on November 30, 2014.
- ii. Jeanne Kaplan, a member of FSGW in good standing, agreed to accept the position of Publications Chair.
- iii. The Bylaws state that a vacancy may be filled by a two-thirds vote of the remaining Board members. With eleven remaining Board members, eight votes are required.
- iv. **Resolution: Steve Winick nominated Jeanne Kaplan to serve the remaining term (through June 30, 2015) as Publications Chair. Tim Livengood seconded. The motion passed unanimously (10 votes in favor).**
- v. April Blum (who has been acting as Guest Editor of the Newsletter) will instruct the Web Admin team to add Jeanne's email to "alltheboard@fsgw.org" and will send electronic copies of the most recent Newsletter listings to Jeanne.

b. **Washington Folk Festival (10 minutes – 8:35)**

- i. Charlie and Liz will make sure that a Newsletter article is ready by April 10.
- ii. Charlie will follow up to ensure that the Program booklet contains references to FSGW as noted below.
- iii. The Board decided to print 1000 extra June newsletters, rather than 500 as originally determined (December minutes). April asked whether the extra printing costs should be allocated against WFF's budget. Richard (Treasurer) preferred keeping it as a Newsletter cost..
- iv. FSGW Table/booth/tent. The tent is set up by the WFF staff, and Jerry Stein and Richard Aigen and others will discuss staffing it online.
- v. Signage – Charlie Baum has sent the following clarification to Dwain regarding a more prominent display of FSGW's name and logo wherever permitted.

(1) *FSGW Branding of the Washington Folk Festival*

- (a) *The name of the "Washington Folk Festival" should stay as it is.*
- (b) *In all materials--whether media releases, publicity fliers or postcards, or banners (excluding the ones used at Glen Echo Park itself that are subject to NPS regulations) the next statement following the first mention of "Washington Folk Festival" should be "presented by the Folklore Society of Greater Washington". [A capital "P" in "Presented" may be used as necessary for proper editorial style.] Other sponsors may follow, listed as "sponsors". FSGW generally provides the largest cash donation (as well as providing nonprofit organizational status and other organizational cover, such as insurance and the ability to receive grants), but furthermore, it is a guarantor of further funding if the festival runs in deficit.*
- (c) *In press releases and other text-extensive materials, "Folklore Society of Greater Washington (FSGW)" may be used, and subsequent references may use simply the acronym "FSGW" after it is called out or otherwise defined. "FSGW" may also be used without defining the term in situations where it is obvious that everyone understands the acronym, for example in FSGW newsletters.*
- (d) *Further usages in the document should use "FSGW's Washington Folk Festival" or "FSGW's WFF" to refer to the festival.*
- (e) *The FSGW logo shall be present on all Washington Folk Festival materials (postcards, fliers, program books, letterheads, banners, etc.) except where expressly prohibited by NPS regulations. Where the name of Folklore Society of Greater Washington (or FSGW) is problematic but the FSGW logo is permissible under park regulations, then the logo should be used.*
- (f) *Materials should be submitted to the FSGW Executive Committee to insure compliance, until such time as we're all confident that compliance is second nature for all of us. The Executive Committee promises quick turn-around of its review.*

c. **Elections**

- i. Two members of the Website Migration Committee (WSMC), familiar with the data base scrub and the electronic voting process, agreed to join the Election Committee, to ensure that the electronic balloting portion of the election has proper oversight and expertise. Appointment requires Board action.
- ii. **Janie Meneely moved that Jackie Hoglund and Bob Hofkin be appointed as members of the Election Committee. Steve Winick seconded. The Motion passed unanimously.**

- iii. The Board briefly discussed the advisability of separating the nomination process and the election process. Most organizations have separate nominating and elections committees, to ensure that counting the votes is independent of securing candidates for office. Separation of nomination and election process is not addressed by the Bylaws, so FSGW can put this into practice *de facto*; it probably should be memorialized in revised Bylaws.
 - iv. The Bylaws specify that paper ballots must be mailed or handed to "a member of the Election Committee." Charlie pointed out that the Election Committee may designate someone to accept ballots. Several other Bylaws issues were discussed, and it was the sense of the Board that the language regarding the election process in the Bylaws will need to be revised, with the advice of the WSMC.
 - v. We appear to have a candidate for each of the Executive Committee positions, plus each of the Chairs, and four candidates for the three At Large positions.
 - vi. April noted that FSGW's practice of giving Individual Members one vote and Family Members two votes may be flawed, and not in compliance with the Bylaws.
 - (1) "In the case of a family membership, each member of the family is treated as a member of the society, except that persons who are members by virtue of being dependents do not have voting rights." This appears to mean that a Family Membership in which there are two adults (with or without additional dependents) is indeed entitled to two votes. But a Family Membership that consists of a single adult and one or more dependents is NOT entitled to two votes.
 - (2) The data base does not contain sufficient information to make this distinction.
 - vii. The sense of the Board is that a complete overhaul and rewriting of the Bylaws is in FSGW's best interests, and this should be done in consultation with WSMC.
- d. **ASCAP.** April has received an official invoice from GEPPAC, clearly showing that the FSGW Washington Folk Festival is covered by the agreement between GEPPAC and ASCAP. April has received numerous telephone calls and emails from an ASCAP representative, which she referred to GEPPAC, pursuant to GEPPAC's instructions.
- e. **Gala.** We have ten seats. We have eight acceptances, and need to allocate the other 2 seats. Affirmed attendees are: Richard and Barbara Aigen; Steve and Mandy Burnett; April and Jerry Blum; Judy Oppenheim, Liz Milner. We need to check with Kim and Mary Cliff. Liz has a guest if there's an available seat.
5. **NEW BUSINESS:**
- a. **Insurance through CDSS.** CDSS has added a "third tier" which brings our annual fee to \$650 plus \$90 for three additional insureds, but this is still substantially less than FSGW used to pay when it was self-insured. Payment is due by May 1.
 - b. **Purchase of Jamie Platt's Tent.** Chesapeake Dance Weekend apparently rents a large tent from Jamie Platt every year, and asked if FSGW would like to purchase it, and possibly a second tent which is missing parts. The tent(s) appear to be bulky, and FSGW does not currently have a "bricks and mortar" facility at which to store them. The sense of the Board was to get more information (size, cost, etc.) and ask the FSGW WWF staff if such a tent would be useful. One criterion is that tents with stakes are NOT permitted at Glen Echo.
 - c. **Financial Questions/Decisions**
 - i. **Folk Archives Conference.** The Board previously allocated \$150 for Pat McGee's attendance at the first (annual?) Folk Archives Conference; Pat has health issues and will not be able to attend, but Mary Cliff has offered to attend instead. The Board agreed that she would be an acceptable substitute and no further Board action was necessary.
 - ii. **Maritime Festival.** Support for this event has not yet been decided. Discussion centered on shortcomings of the current venue. (No food sales, only one stage, etc.) Janie and Liz will follow up and this item was tabled for further discussion.

- iii. **Takoma Park annual events.** The Board discussed participation in the Takoma Park Folk Festival and the Street Festival. Tabled for next month.
 - iv. **Storage Space and Inventory.** The Board discussed the possibility of renting a commercial storage space. April pointed out that there is no inventory of FSGW belongings, such as tents, banners, etc., nor any way to "check them out" and return them. April's basement is currently used for storage of some FSGW sound equipment, lights, etc. which used to be stored in the FSGW sound van. Tabled until next month.
- d. **Storytelling Programs.**
- i. Hope and Home outreach program.
 - (1) Tim has been able to get some storytellers to perform for the \$200 which FSGW is providing, but a significant number of others, particularly from the Baltimore area, have declined. Tim outlined some of the difficulties in improving cross-cultural storytelling, and the steps he is taking to improve outreach.
 - (2) Richard stated that he did not think the group was a part of our core audience.
 - (3) Janie pointed out that supporting this program would be ideal for a grant. April reminded the Board that FSGW cannot apply for grants until the independent audit (see Action Items) has been completed.
 - (4) Liz thought that the Hope and a Home outreach program is an excellent PR opportunity, and will see about getting press coverage.
 - (5) April asked Tim to write up an article for the Newsletter.
 - (6) ***Janie Meneely moved that FSGW continue to support the Hope and a Home program being done through the storytelling community, under the direction of Tim Livengood, in the amount of \$200 per month through the end of August, 2015. Liz Milner seconded. The motion carried: 8 in favor, 1 abstention, 1 opposed.***
 - ii. **Grapevine**
 - (1) The program has been meeting in an auditorium which is too big for the audience (which is growing), and has no food/beverage amenities.
 - (2) Busboys and Poets is opening a new location in Takoma Park and would be interested in hosting, but wants a payment of \$100 up front to set aside their location.
 - (3) Tim has suggested that the City of Takoma Park continue to be involved, particularly to continue to tape and rebroadcast the event, but he mentioned that the quality of the taping could be upgraded.
 - (4) Tim pointed out that the City wants more of an "open mike" format, and although the storytellers don't object to setting aside a short segment for open mike, allowing open mike tends to devolve into all open mike.
 - (5) Janie agreed to follow up with Busboys and Poets to see if some sort of financial agreement could be reached and get more information about using it for performers.
 - (6) Tim said the Busboys and Poets location would bring a younger audience and it would be another performance venue. Tim would like to try a year at Busboys. They support poetry slams, are Metro accessible. They are willing to do advertising, too.
- e. **Bylaws Committee.** April handed out copies of the current Bylaws and a partial rewrite. She asked all Board members who are comfortable with editing to offer edits. Some significant changes will be necessary in order to migrate to a new CMS. The process of getting revised Bylaws approved by the Members is a long one.
6. **NEXT MEETING AND MOTION TO ADJOURN.** The next regular Board meeting will be Wednesday, May 6, 2015. Tim Livengood moved to adjourn, Charlie Baum seconded. The motion was carried unanimously and the meeting adjourned at exactly 10:00 pm.