

FSGW Board Meeting Draft Minutes, July 8, 2015

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

The meeting was called to order at 8pm by April Blum, President, and a quorum was present. Board members in attendance were Charlie Baum, Vice President; Jerry Stein, Treasurer; Richard Aigen, Past Treasurer; Kim Gandy, Secretary; Ingrid Gorman, Publicity; Janie Meneely, Programs; Judy Oppenheim, Membership; Steve Burnett, Dance; Tim Livengood, At-Large; Steve Winick, At-Large; Steve Kaufman, At-Large. Absent: Jeanne Kaplan, Publications.

2. **Approval of Previous Minutes**

- a. Draft June minutes were distributed electronically, and copies were also provided.
- b. With minor corrections, the minutes were approved by voice vote.

3. **Action Item Reports:**

- a. Pending, no report
 - i. Legacies language (holding pending new website)
 - ii. New Dancer/Committee buttons (need FSGW button machine)
 - iii. November 2013 minutes
 - iv. By-laws revision – pending new website
- b. Independent audit (Jerry) still pending
- c. Survey (Ingrid) still pending
- d. Mary Cliff tribute or fund (Janie) Creative Cauldron would like to run a "Mary Cliff" show, like a live "Traditions" show, hosted by Mary, on a regular basis on a weeknight. Discussed whether this would appeal to Mary.
- e. Maritime Festival (Janie) FINAL
- f. Senior centers outreach (Ingrid) still in process

4. **Old Business**

a. Washington Folk Festival

- i. Need to get Dwain to focus on reporting the financial numbers in a timely manner.
- ii. Dean has been asked to leave the "plain vanilla" program information on the website in addition to the print program.

b. Web Migration

Progress on importing Events – Bob Hofkin has made progress in automating the input of events, which we had thought might have to be entered by hand. Jackie Hoglund was on vacation, and progress will begin again when she returns.

c. FSGW Archival Materials/Pat McGee (15 minutes – 8:40)

- i. Update regarding our archivist, Pat McGee, who spent years setting up a mechanism whereby we could transcribe the many archival tapes/cassettes of performances. Since his unexpected passing, we've been trying to locate all of the tapes, cassettes, etc. that were in his possession in Texas:
 - (1) Via a letter from D'Arcy (Pat's ex): "Being a very organized person, Pat left me [D'Arcy] a list of which tapes go back to where, plus which equipment belonged to who. There are also all the files he digitized. I'll straighten it out later, but there is no rush to get things out of the house."
 - (2) His memorial service has not yet been scheduled that we know of, but Kathie Mack is planning a trip to Texas when she gets word of the date.
- ii. Mike Rivers received a package of stuff relating to the Washington Folk Festival. It was sent by Pat before he died, but arrived after Pat's death. What should happen to this material? Charlie will talk with Mike about this.
- iii. Liz Milner has expressed interest in becoming the replacement Archivist.

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(1) The board agreed to designate Liz Milner as Archivist, and list her on the website as Staff and in the newsletter. The following motion passed:

(2) Steve Winick moved *that FSGW authorize the appointment of Liz Milner as official Archivist to continue the preparation of FSGW materials for their acquisition by the Library of Congress. He further moved that reasonable costs incurred by the Archivist, with the advice and consent of the board, including, but not limited to, funds required to secure the return of FSGW material from Texas, or to suitably prepare material for LOC acquisition, be included as an administrative line item.* Seconded by Tim Livengood. The motion carried.

d. Reallocation of Funds for the Library of Congress Concert

- i. At a previous meeting, the Board agreed to co-sponsor an American Folklife Center concert on July 13, featuring Brian Peters and Jeff Davis. The Program chair was authorized to allocate up to \$200 from the special events line item for a sound engineer for that event.
- ii. Payment for a sound engineer will not be necessary, but the performers will not have time to leave the facility and have dinner before the concert (there's only one hour between sound check and start time). Steve Winnick has requested that the Program chair be authorized to allocate up to \$100 from the special events line item for food for the musicians.
- iii. Tim Livengood *moved that FSGW allocate up to One Hundred Dollars from the Special Events budget to provide food for the performers, and possibly the sound engineer, at the co-sponsored July 13 concert.* Seconded by Steve Burnett, and the motion carried.

e. Grapevine/Storytelling

- i. Tim Livengood reported that The Grapevine has received a One Thousand Dollar (\$1000) grant from the National Storytelling Network, which will pay the special \$100 per night venue fees at Busboys and Poets.
- ii. A fall schedule is being pulled together by Noa Baum. Tim was hoping for Cathy Fink in September to kick it off, but may get her in December.
- iii. Open mic program component is also in development.
- iv. Tim and Ingrid are planning a publicity campaign.

f. Storage of Photos for Publicity Purposes and new Website

- i. At the last meeting, there was a brief discussion of the need for an accessible archive of publicity photos.
- ii. Liz put a note in an email blast shortly after the meeting about an FSGW photo archive, and got many responses.
- iii. Online discussion notes:
 - (1) Tim Livengood recommended Google Drive or Dropbox, but noted that photos will need to be labeled, and that since we don't have releases from the subjects, we may need TWO repositories – one public and one not.
 - (2) Janie Meneely suggested that we could ask potential senders of photos to do some of the ID work, and further suggested that we request photo releases at events such as Getaway or Contrastock.
 - (3) Liz says: "Google – you can store up to 15 GB of content for free and you can buy storage."
 - (4) Kim suggests Dropbox has worked well for her office.
 - (5) Richard suggests:
 - (a) Make an FSGW Google drive and set up folders within the drive.
 - (b) Edit pictures before loading them.

- (c) Pick the best pictures – no need for multiple similar pictures
- (d) Allow others privileges to share and edit pictures.
- (6) Liz points out that we've had a lot of problems with FSGW stuff being left in somebody's basement or shed, and we don't want new headaches in cyberspace. She would prefer setting up a photo archive in an FSGW-owned/controlled space. And photos need to be full-res, with caption, for PR purposes.

5. New Business:

a. Song Circle Outreach

- i. Fred Stollnitz, a long-time FSGW member, has set up the first of what he hopes will be a series of folk song participatory sing-alongs at the Margaret Schweinhaut Senior Center in Silver Spring.
- ii. He has requested that this new program become an FSGW co-sponsored event, as part of FSGW's outreach, and the board agreed. No costs, apparently, except photocopies of song lyrics.
- iii. Need to make sure that it is accessible to FSGW members who don't reside in the center, if it goes under FSGW's name. Newsletter editor should ensure that it goes in "Sings" and gets listed on the calendar.

b. Constant Contact Account

- i. FSGW has been using Constant Contact for email blasts for some time.
- ii. The new Wild Apricot CMS should make Constant Contact unnecessary, but we will probably not be able to "cut the cord" until some time after October 1.
- iii. We are currently prepaid until August 26. Here are the three options to cover the remaining time:
 - (1) Pay monthly – \$40 per month.
 - (2) Pay for 6 months – \$32 x 6.
 - (3) Pay for 12 months – \$28 x 12.

Agreed that we would begin to pay monthly after August 26, in anticipation of being able to use Wild Apricot by October or November.

c. Abbott Stage Co-Sponsorship, Takoma Park Folk Festival, Sept. 20, 2015

- i. Pam Larson has asked if FSGW is once again willing to co-sponsor the Abbott Stage, as it has done for several years now.
- ii. Usually 4000 attendees. We have our banner on the stage all day long, with an information table near the stage.
- iii. In the past, TPF has offered FSGW "full stage sponsorship" of the Abbott Stage for a total of \$1000, of which about half is "in-kind" – FSGW provides a significant amount of sound reinforcement equipment and publicity. TPF hopes for a \$500 cash donation with the rest "in-kind."
- iv. *Ingrid moved that FSGW sponsor the Abbott Stage at the 2015 Takoma Park Folk Festival, and that the sum of Five Hundred Dollars (\$500.00) be allocated for such sponsorship, with any remaining sponsorship fees to be "in kind" donation of services and use of equipment.* Seconded by Steve Winick and passed without objection.

d. Power Outage at the Sunday Night Dance, June 14, 2015

- i. Report from Steve Burnett about the power outage at the Spanish Ballroom and the great community spirit around dancing to acoustic music at twilight with a caller "yelling" the dances. Eventually the dance was moved to the Bumper Car Pavilion where there was a generator. Then the power came back on!

- ii. One mild complaint from a dancer who thought there should have been a financial concession to the dancers who didn't get "full value."
- iii. Suggested that Steve write an article for the Newsletter.

e. Affiliate Status/Co-sponsorship for Scottish Fiddle Club Annual Dance

- i. Becky Ross (well-known local fiddler) is president of the Potomac Valley Scottish Fiddle Club. PVSFC has hosted an annual dance at the Glen Echo Town Hall.
- ii. Recently she has been told by Nancy Long that the Glen Echo Town Hall is now limiting its rentals to "FSGW and affiliate groups."
- iii. She would like to know how to become an FSGW affiliate group. The board agreed to offer FSGW co-sponsorship for the event, so that it can continue to be held at the Glen Echo Town Hall

f. John and Clara Higgins Foundation

Lisa Null has arranged for a grant to FSGW from the John and Clara Higgins Foundation in order to support the participation of Margaret (Marge) Steiner, a folklorist from Indiana University, in the FSGW Getaway (October, 2015).

6. Next Meeting, Announcements and Motion to Adjourn.

- a. The next regular Board meeting will be Wednesday, August 5, 2015 at 8pm.
- b. August 10th is the deadline for event info for the closing of the September newsletter.
- c. Saturday, August 22 at 10:30am will be the annual budget meeting at April's house.
- d. Steve Winick moved to adjourn, Charlie Baum seconded, and without objection the meeting was adjourned.