

FSGW Board Meeting Minutes November 7, 2017

1. **Call to Order and Existence of Quorum:** April Blum (President) called the meeting to order at 8:07pm. Nine additional board members were present, constituting a quorum: Molly Hickman (VP), Jerry Stein (Treasurer), Jen Furlong (Membership) via Facetim, Kim Gandy (Secretary), Ingrid Gorman (Publicity), Tim Livengood (At Large), Mike Livingston (Programs), Ken Mayer (At Large), and Steve Roth (Dance). Absent were Heather Livingston (Publications) and Steve Kaufman (At Large). Also present was Charlie Baum, past vice president.
2. **Approval of Previous Minutes:**
 - a. Draft October Minutes were distributed by email and print copies were provided. The Minutes were approved without changes and without objection.
 - b. Kim and April raised the question of whether earlier electronic distribution of draft Minutes would be helpful. It was the consensus that early circulation would be helpful to many Board members.
3. **Action Item Reports:**
 - a. **Independent audit/Combined Federal Campaign** (Jerry) A report will be issued by the auditors very soon, possibly as early as Friday. Leslie (FSGW bookkeeper) has been working on the audit project, and has not had time to complete the final 2017-18 budget, which we still need to adopt. Discussion of kinds of internal controls.
 - b. **Pat McGee archival materials retrieval. (April)** No change this month.
 - c. **Storytelling Programs.** (Tim). See REPORTS page, at end of Minutes.
 - d. **Washington Folk Festival Manual.** No change this month.
 - e. **Musical Theater adaptation** No change this month.
 - f. **Distribution of Donated 78s and Books.** (April). Betsy Platt is still working on this.
 - g. **WFFL.** A follow-up meeting needs to be scheduled with GEPPAC, and we need to talk to Dwain about the change in structure. See Old Business.
 - h. **Recruitment of additional Concert Committee members.** No report this month.
 - i. **Training Sound Techs.** May be part of WFF and Mini-Fest..
 - j. **Problem Attendee.** No report this month. We discussed our code of conduct and the need to make it visible on the website.
 - k. **Combined Calendar.** No change.
 - l. **Logo.** Still need lawn signs and new banners.
 - m. **Lithuanian Embassy Event.** No change this month.
4. **Wish List for Bylaw Revision:** A list of what needs to be changed, so we get to all of it.
 - a. Easier method to amend Bylaws.
 - b. **Membership:**
 - i. Change to membership structure – one person, one member. All members' dependents get the membership rate (the old rationale for "Family").
 - ii. Address "corporate" issues (Revels). They can't vote, and therefore need a different type of membership, such as "affiliation."
 - c. **Board position issues:**
 - i. Change one At Large Board position to IT Liaison

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- ii. Eliminate the differentiation between "Programs" and "Concerts" which is no longer reflected in the Board personnel.
 - d. **Elections:**
 - i. Can we handle a completely unopposed slate by acclamation? Doesn't allow for write-ins?
 - ii. Elect only HALF of the Board each year?
 - iii. Elect Board for two-year terms – elections held only every other year instead of every year. This will also require rethinking "five-year" limit.
 - e. **Meetings:**
 - i. Should there be a way to deputize a committee member to represent a Board member at a meeting?
 - ii. Should we be required to meet monthly?
 - f. Are we required by the bylaws to have a non-calendar fiscal year (currently September 1 to August 31)?
5. **Old Business**
- a. **WFF / GEPPAC**
 - i. A follow up meeting with GEPPAC needs to be scheduled to work out the parameters of the agreement and move forward with planning.
 - ii. Do we want to get GEPPAC to accept more of the financial downside? Do we argue that if they did their own festival, they would have to hire their own buses? Other thoughts on fees? Charlie pointed out that we need to have a full budget to discuss with them. Agreed that there is much more discussion to be had with GEPPAC.
 - iii. Since all income flows through them, should all payments come from them? What sort of paper trail do we need to establish? This must be negotiated.
 - iv. Thoughts on food trucks – types? Who is responsible for the monetary guarantee? Board members don't think a guarantee will be necessary. Suggestions include vegan, tacos, kabobs.
 - v. April needs to set up a meeting first with Molly, Jerry, Charlie, and Heather; and after that, a meeting with GEPPAC so that we can sign an Agreement and start dealing with NPS.
 - vi. We will meet with Dwain separately first, and then with GEPPAC.
 - vii. The board had an extensive discussion of available stages/venues for WFF events, and how it would be different.
6. **New Business:**
- a. **FND and FSGW Shared Information.**
 - i. Steve Roth is currently on both the FSGW and FND Board and would like Board input regarding how to handle information which he receives through one Board which may affect the dances that both organizations sponsor.
 - ii. There is an increasing awareness among dance organizers that information about problem dancers should be shared, as dancers who have been banned from one organization have been known to move from one geographic area to another, without a change in behavior, jeopardizing the health of the dance community. (FSGW experienced this with Problem Dancer 3; the issues with PD3 were initially conveyed to FSGW by the President of the Baltimore Folk Music Society, who had reached out to other dance organizers in New England requesting additional background

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information.) Agreed that no formal policy is necessary, but should be in the Dance Chair's discretion, provided that only factual information is provided and that there is no issue of slander/defamation.

b. **CDSS Presentation.**

- i. David Shewmaker, who is on the CDSS executive committee, made a presentation about the status and mission of CDSS (the new ED is Katy German, and they are now implementing Salesforce). They would like FSGW to make a donation to CDSS, which we have done most years in the past. CDSS also gives up to two matching leadership scholarships (CDSS pays half and FSGW pays half) for their dance weeks, and would appreciate our help in advertising these opportunities and identifying potential scholarship recipients. Jerry noted that we save a lot of money by getting our liability insurance via CDSS. Board discussed how to publicize these scholarships.

c. **Funding Request – Youth Traditional Song 2018**

- i. Again this year, a group of FSGW folks want a little help in renting a van to travel to the Youth Traditional Songs weekend in January.
- ii. FSGW provided \$300 in 2013, 2015, 2016 and 2017 (slightly under half of the travel cost). The individuals contribute the rest of the cost.
- iii. Ingrid moved that FSGW authorize the sum of Three Hundred Dollars (\$300.00) as a grant to assist Washington area folksingers to travel to the Youth Traditional Song Weekend in January, 2018. Seconded by Ken Mayer. The motion carried, with Mike Livingston, Molly Hickman and Steve Roth recusing themselves.

d. **Web Migration**

- i. April thanked Will Strang and Lynn Baumeister for all of their work on this very time-consuming task. Report from Lynn Baumeister and a chance for Board members to ask questions. In response to a question from Mike Livingston, Lynn responded that there seems to be no particular advantage to having everyone renew their membership at the same time every year, but Wild Apricot system can support either system. Goal is to have it operational in January, though no promises.

- e. **Email Blast Payment.** Ingrid has found someone to handle the email blasts: Corinne Ducey, who is a friend of Molly's. Corinne wants the blast to go out on Fridays and will make some additional improvements. Ingrid will ask Corinne to provide invoices to Jerry for payment.

7. **Next Meeting and Motion to Adjourn.**

- a. The next Board meeting will be Tuesday, December 12, 2017.
- b. Steve Roth moved to adjourn the Board meeting. The meeting was adjourned without objection at 9:49 pm

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Reports:

Storytelling

The Grapevine:

Angela Lloyd and Robin Bady told stories at the Grapevine on 11 October 2017, for an audience of 37 (not including the organizers and tellers) at Busboys and Poets in Takoma Park. The audience donated a total of \$512, which was split between the tellers as \$276 to Angela Lloyd and \$236 to Robin Bady (slightly favoring the teller who traveled further) plus the FSGW contribution of \$150 each. Checks have been mailed to the tellers for the FSGW contribution. We also had two adult open-mic tellers and one child.

We have started using our Constant Contact account to send out emails specific to the Grapevine to a mailing list that is specific to the Grapevine, currently with 942 names on it. The emails cite sponsorship by FSGW and by Busboys and Poets.

Hope and a Home:

Storyteller Chelise Fox told stories in our outreach program for Hope and a Home on 23 October 2017, for an audience of about 10 children, ages about 5 to 15, plus 6 adults in addition to myself. The treasurer has mailed a check for \$200 to Chelise as payment.

The teller for Hope and a Home on 20 November will be Diane Macklin. Diane has suggested applying to the Maryland State Arts Council to better support performers for Hope and a Home. It has occurred to me that we are incorporated in Washington, DC, and these performances are within the limits of DC, so we probably are not eligible for this activity. Should we approach the MSAC anyway for this or other purposes? We have not yet completed our audit, but maybe we should start making ourselves known to these granting agencies anyway.

Programs

In October 2017, FSGW produced or cosponsored nine concerts: Archie Fisher w/ Two Sisters; Claude Martin tribute (cosponsored with IMT, the BlackRock Center for the Arts, and the Martin Family String Band); Night Tree (house concert); William Pint & Felicia Dale (house concert); Mari Black World Fiddle Ensemble w/ Bea Lehman; Pierre Chartrand Trio (cosponsored w/ Washington Revels); Harry Bolick & Brian Slattery (house concert); and Allan Henderson (house concert).

Excluding the Bolick & Slattery concert (data missing), total attendance was 335 and net costs were \$6,136, compared to an average monthly audience of 106 and an average monthly net cost of \$1,781 for the preceding fiscal year.

Treasurer

Need figures from most recent statements

Dance

Membership

Newsletter

Publicity