

1. **Call to Order and Quorum.** April Blum (President) called the meeting to order at 8:07pm. Eight additional board members were present, constituting a quorum: Molly Hickman (VP), Jerry Stein (Treasurer), Ingrid Gorman (Publicity), Jen Furlong (Membership), Kim Gandy (Secretary), Mike Livingston (Programs), Tim Livengood (At Large), Ken Mayer (At Large), and Steven 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.** Draft November Minutes were distributed by email and print copies were provided. There were no additions or corrections. Minutes were approved without objection.
3. **Action Item Reports:**
 - a. **Independent audit/Combined Federal Campaign** (Jerry) The preliminary report has been received. Some changes, particularly involving having more than one person involved in all cash collection, were suggested. We are now in a position to apply to be part of the Combined Federal Campaign. Leslie has finished the 2017-18 budget, which we will vote on later this evening. Can someone volunteer to follow up with the Combined Federal Campaign paperwork?
 - b. **Pat McGee archival materials retrieval.** (April) Progress! April spoke with the title attorney who did the paperwork selling a house that Pat owned at the time of his death. She has asked April to forward her copy of the Deed, and she would check her records to see if she has some other contact information for D'Arcy Fowler. This was successful, as D'Arcy reached out to Kathie Mack, and is interested in divesting herself of these materials.
 - c. **Washington Folk Festival Manual.** No change this month.
 - d. **Musical Theater adaptation** No change this month.
 - e. **Distribution of Donated 78s and Books.** (April). Betsy Platt has completed the list and she and April will coordinate getting the list to Steve Winick once Revels is over.
 - f. **WFFL.** Lots going on. See Old Business.
 - g. **Recruitment of additional Concert Committee members.** (Mike) No change.
 - h. **Training Sound Techs.** No change this month. MiniFest and WFF? Erik Ewald, who does sound for the FSGW Sunday night contra, spoke with April about helping with sound in the Cafetorium. Charlie can reach out to him.
 - i. **Problem Attendee.** Nothing to report this month
 - j. **Combined Calendar.** (Molly) Molly has talked with Kathie Mack and reached out to the folk and acoustic music presenters, and she has entered and added to the information for their booking contacts on the East coast.
 - k. **Logo.** Still need new lawn signs and new banners. April stopped by the local sign shop, and they estimated \$75 per banner to "resurface" the banner with the new logo. All we need to do is provide the artwork. Lawn signs – if we order 50 of them, the price drops to \$10 apiece. The board agreed that we should definitely resurface the banners. Ingrid will double-check for prices on the signs.
 - l. **Lithuanian Embassy Event.** (Ken) Ken checked back with them, they will let us know when they have raised some money, which we can help them with, and we will help them in locating a venue. Mike said they would like to have at least one event at Dupont Circle. Ken will check on availability of Glen Echo for one of the events.
4. **Wish List for Bylaw Revision.** A list of what needs to be changed, so we get to 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."
 - iii. Board position issues:

- (1) Change one At-Large Board position to IT Liaison
- (2) Eliminate the differentiation between "Programs" and "Concerts" which is no longer reflected in the Board personnel.

c. 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.

d. 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?
- iii. 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. Molly has met with Dwain and got a lot of history about WFF. There have been major park renovations over the years because of WFF.
- ii. Molly and April met by telephone with GEPPAC today.
 - (1) Financial downside discussion.
 - (2) How will they account for income, since it all flows through their books?
 - (3) Term sheet changes
 - (4) Need to get our slots on the shared committee positions filled.
- iii. Reminders and discussion
 - (1) FSGW Office needs to be near GEPPAC office (probably 2nd floor of Classroom building) since this is now a co-sponsored event.
 - (2) Need to determine where Crafts go ASAP so that we know how much floor space is available. Security would be a plus. Need costs, though.
 - (3) Evening concert?
 - (4) Evening dance is a definite. In Bumper Car Pavilion. Additional charge?
 - (5) Heather is looking for someone to assist with programming the Spanish Ballroom, perhaps to include more participatory dance.
 - (6) Food trucks. Need to get someone to do the research on who is interested
 - (7) Green room issues – 3rd floor of the Classroom building could include:
 - (a) Green Room (small snacks only, NOT a lunchroom)
 - (b) Secure instrument check (like MiniFest). This will also include a place to leave purses and backpacks.
 - (c) Changing rooms – lots of bathrooms with mirrors and A/C, which makes changing SO much easier.
 - (8) Jerry, Ingrid, Molly, April and Charlie will be meeting on Christmas eve.

b. **Year-end Donation to CDSS**

- i. CDSS has made it possible for FSGW to save a substantial amount on event insurance every year, thanks to their group insurance policy.
- ii. The board agreed without objection to donate the sum of \$500 to the Country Dance and Song Society as a year-end donation.

c. **Mini-Fest**

- i. Really annoying glitches in getting the Montgomery County approval this year. Finally got confirmation that we have the main gym and room 114!
- ii. Ingrid may be able to get an article in the Gazette and has arranged an interview for April Blum
- iii. April will start updating the website and the grid.

- iv. Additional requirement this year: CPR certificate and "Crowd Control" certificate.
- v. Agreed that parents of Takoma Park Middle School students can get in for half price and their kids for free.

6. **New Business:**

a. ***Archival Material and what to do with it***

- i. As FSGW members are aging out and downsizing, more and more archival material that MIGHT be of interest to Library of Congress or future historians is offered. The problem is we have no place to store it, and no one to consolidate/catalog/identify it and prepare it for transfer to LoC. Here's a sample: *I got a call from Wayne Botts. He has been photographing FSGW events since at least the 1980s and now he is downsizing and wants to know if anybody wants his collection of photos, press clippings and videos before he throws them away. He has been talking to Abby Sternberg who used to videotape the festival every year but now has already thrown a lot of materials away. He says Bill Day also has a lot of video. Can the Library of Congress or FSGW provide a home for these materials? If not, would it be okay to approach Jen Stevens of GMU's Fenwick Library to see if they would be interested in adding it to their special collections?*
- ii. Is there a short-term solution? Is there a long-term solution?
- iii. Pat McGee (see above) had started doing archival work; then Liz Milner agreed, but has since resigned as Archivist. There have been occasional inquiries from younger scholars.
- iv. In the past requests for archival material donations made through the Newsletter have been fruitless. Is it time to try this again?
- v. What are the LoC guidelines with regard to accepting of archival material?
- vi. Regarding the above message in italics, the GWU Vernacular Music Collection is interested in taking the materials from Wayne Botts. Kim will ask Kip Lornell to get in touch with Wayne.

b. ***Elections.***

- i. Time to start this expensive process again. We need an Elections Committee consisting of three people. April will ask Jim Cole and Jackie Hogleund, and one other person who is NOT running for office this year.
- ii. Who is staying on? Most members indicated a willingness to run again.
- iii. Suggestions for those rotating off?

c. ***2017-2018 Budget***

- i. Because of the Independent Audit, this is later than usual.
- ii. Jerry Stein moved to accept the proposed 2017-2018 budget. Decided to postpone this for discussed adjustments.

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

- i. The next Board meeting will be Tuesday, January 9, 2018.
- ii. Motion to adjourn the Board meeting passed. Adjourned at 9:35pm

Reports:

Storytelling

The Grapevine:

The Grapevine on November 8, 2017 hosted storytellers Renée Brachfeld and Jo Tyler with an audience of 48. Audience donations came to \$534.60, divided evenly between the tellers. FSGW paid the tellers \$300, divided evenly. There was one open-mic teller, De Herman.

Hope and a Home:

FSGW presented storyteller Diane Macklin in our outreach program for Hope and a Home on 20 November, 7:25 to 8:10PM. She told stories for about 45 minutes (a little carried away!) for an audience of 12 children, approximate age range 3 to 15, plus 4 adults. FSGW has paid her \$200 for this event.

Programs

In November 2017, FSGW produced or cosponsored eight concerts: Dolphin & You; Dan Frechette & Laurel Thomsen; Ben Hunter & Joe Seamons and David Evans (split bill); David Evans lecture/concert; Cassie & Maggie MacDonald with Shannon Dunne; Djoukil; Cider Week Virginia festival with Sibling Rivalry, Massive Donut and the Cigar Box String Band; and Ed Trickett with Sarah White. Excluding the Frechette & Thomsen concert (data missing), total attendance was 325 and net costs were \$6,602.

In December 2017, FSGW produced or cosponsored two concerts: Meridian holiday concert with Molly Hickman & Corinne Ducey and Meridian house concert. Total attendance was 44 and net costs were \$886.

For the preceding fiscal year, average monthly attendance was 106 and average monthly net costs were \$1,277 (an average subsidy of \$12/seat). For calendar year 2017, average monthly attendance was 158 and average monthly net costs were \$3,186 (an average subsidy of \$20/seat).

Treasurer

Need figures from most recent statements

Dance

Membership

Newsletter

December newsletter distributed online before the last week of November and in mailboxes by end of first week in December. Some positive feedback received re recent reorganization of newsletter; some feedback wishing for return of calendar. Waiting to see what capabilities Wild Apricot has for inputting calendar data before determining whether to return to a (FSGW events only) print calendar. Note a new publications chair will need to be recruited for 2018-2019.

Publicity

Recent publicity activity involved Level B support for Meridian Holiday Concert which included Facebook event boost, buying sponsored on Patch.com, and outreach to several community calendars. (Cost ~\$85).

Next Up: Spending for Windborne (buying ad in Blair High School newspaper for \$95, and waiting on responses from other high school newspapers, also trying to get a feature story in one of them). Contemplating a "what's going on in January" ad for U of Maryland paper (\$500) and/or WAMU (\$1000 for on-line) to promote New Year's Eve Dances, Windborne, and Mini-Fest).

Will begin to design a WFF 2018 flyer and think about timeline for printing posters that go up around town in various venues, and postcards for hand-outs (not flyers).

Have been working closely with Corinne to get her up to speed on the e-blast protocols. We typically go back and forth a few times on the drafts but she's adding a lot and getting up to speed quickly.