

## 1. Call to Order and Existence of Quorum

- a. April Blum (President) called the meeting to order at 8:13pm. A quorum was present: April Blum (President), Molly Hickman (Vice President), Jerry Stein (Treasurer), Mike Livingston (Programs), Tim Livengood (At Large), Jen Furlong (Membership), Steve Kaufman (At Large), and Steven Roth (Dance). Kim Gandy (Secretary) was present by phone to take minutes. Non-Board member present was Charlie Baum (past VP). Absent: Ingrid Gorman (Publicity), Heather Livingston (Publications), and Ken Mayer (At Large).

## 2. Approval of Previous Minutes

- a. Draft April Minutes were distributed by email and print copies were provided. The minutes were approved with minor changes.

## 3. Action Item Reports:

- a. **Combined Federal Campaign** (Jerry) Goal is eligibility for the 2019 Campaign.
- b. **Digitization of Archival Materials.** (Charlie Baum) Kathie Mack may go to Texas this summer to retrieve the materials.
- c. **Musical Theater adaptation.** No report this month.
- d. **Distribution of Donated 78s and Books.** (April). Followed up again with Betsey Platt.
- e. **Recruitment of additional Concert Committee members.** (Mike) No report this month.
- f. **Training Sound Techs.** No report this month.
- g. **Combined Event Code of Conduct.** (Steven R and Mike). No report this month; a follow up meeting is planned.
- h. **Combined Calendar.** (Molly) No report this month.
- i. **Lithuanian Embassy Event.** FINAL. The event took place April 15 at Catholic University. Mike reported that the embassy staff and performers were delighted with the event and with the turnout of 80 people; they sent formal thanks from the ambassador, and Ken and Mike were recognized at the event by the ambassador.

## 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."
- c. Board position issues:
  - i. Change one At Large Board position to IT Liaison
  - 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)?
- g. April will lead the campaign to change the Bylaws once her term is over.

## 5. Old Business

### a. *Wild Apricot*

- i. Migration. We are ready to migrate the data. Final lists of “do not migrate” and those marked as children will be reviewed one more time. Lynn and April will go over the list of those to be migrated and then Lynn will do at least one test migration.
  - (1) Only those who are current members or who lapsed on or after January 1, 2017 will be migrated to the new system.
  - (2) Once the switch is flipped, the automatic renewal system will begin emailing members to alert them regarding renewal. Lynn will disable that switch until she feels that the migration has been successful.
  - (3) Non-individuals (libraries, newspapers, etc.) have been marked “do not migrate.”
- ii. Newsletter Copies to be Mailed. We will need to alert the mailing house that there is a NEW system for mailing labels. The number of copies needed should be substantially fewer, so adjustments might be needed to how many copies are printed. Will and Heather should coordinate informing the mailing house and getting a hard count of copies PRIOR to the mailing of the May issue of the Newsletter.
  - (1) FSGW has apparently been mailing a half dozen copies of the Newsletter to various Washington Post addressees for years. At least 20 libraries have been receiving free paper copies as well. Those and similar institutions have been removed.
- iii. Renewals During the Migration. Mandy has been instructed to hold all renewals and new members until the migration to WA is done and she gets a green flag from Lynn Baumeister. She has been asked to make sure that she has emails for anything she receives. Mandy has indicated that she is not willing to call those without emails, so April has asked Mandy to send April the contact information, and April will follow up.
- iv. Miscellaneous Outstanding Items. There are a few changes needed to landing pages, but most of the text is ready to go. April and Lynn will draft an email that will be sent to all members alerting them to the switch.
- v. Miscellaneous Neat Stuff. Members will be able to post a profile photo in the Directory, and also have a 50-photo shareable album. Ingrid raised some questions about possible issues with photos and whether the FSGW webmaster will be able to control content. Lynn is researching the answers.
- vi. Time Line. Lynn anticipates the week of May 1-7 as the last week for MON. The new website, with its photos and improved readability, should be FSGW’s new online presence by the end of that week.
- vii. Thank you to Lynn Baumeister and Will Strang, along with Jackie Hoglund, Beth Soderberg and Bob Hofkin. They have done a remarkable job under extremely difficult circumstances, and the Board owes them enormous thanks for their devotion, enthusiasm, and problem-solving abilities!
- viii. April reported that the database is much cleaner, and she has done a lot of

- database scrubbing. Only about 100 members still don't have an email address. Lynn expects to do the first test data migration soon.
- ix. There are continuing issues with the old MON pages, Lynn, Will and others are dealing with them on an ad hoc basis.
- b. **WFF/GEPPAC Co-Sponsored Event.** Molly gave the Board an update.
- i. Donations. We've collected \$15,050 in FoF contributions so far. GEPPAC may give a membership to Glen Echo for those who gave \$100 before April
    - (1) GEPPAC did not solicit donations/sponsorships although they said they would do so.
  - ii. Hospitality. Requests to Trader Joe's and Yes Organic Market did not result in food donations. Busboys & Poets is considering the request. Crossroads Community Food Network bartered \$150 in food tokens for a quarter page ad.
  - iii. Site work. Load-in has begun; no word on taking inventory and making a list.
  - iv. Volunteers.
    - (1) Fourteen volunteer forms have been submitted thus far. Nina Liakos, Fran Vail, Jen, and Molly are reaching out to past volunteers.
    - (2) GEPPAC has posted a request on the Montgomery County Volunteer Center site.
    - (3) Jen spoke to the Betty Taylor and another Betty, both of whom have done the volunteer wrangling in the past, and they are ready to go this year!
  - v. Publicity.
    - (1) WFF is on the Maryland Office of Tourism's page (thanks to April and Ingrid).
    - (2) The new sign is up over MacArthur Boulevard
    - (3) Ad sales are moving forward – Ingrid made a terrific flyer.
    - (4) GEPPAC has created a Facebook event. Need to ask them to include call for volunteers
    - (5) Ingrid has updated the WFF Facebook page. Need to add call for volunteers on the FB page.
  - vi. Website
    - (1) Molly has updated the Wild Apricot page with pictures from Dwain and has added a PayPal button thanks to Will Strang.
    - (2) Dean Clamons has added last year's complete printed program.
  - vii. Meetings. Big Board meeting happened on 4/25
  - viii. The Future.
    - (1) Molly has met with Charlie Pilzer and plans to meet with Debbie Hutton, Mia Gardner and Dean Clamons to learn about festival coordination lore and brainstorm for the future, how things have worked and should have worked. Charlie had a lot of great ideas.
    - (2) WFFL committee should convene before the Festival and reach out to Young Potential WFF Leaders (idea c/o Charlie Pilzer)
    - (3) Molly and her spouse may be applying to graduate school, and may not be here next year to help with the transition.
- c. **Elections**
- i. The first round of emails and paper ballots were sent out well before the "no later than May 1st" deadline.
  - ii. Jackie sent out a follow up email this morning; this was moved up in time so

as not to interfere with the data migration to WA, which may begin as early as tomorrow.

- (1) Note that everyone received the email reminder, even those who have already voted, as this is an anonymous balloting process; same is true of paper ballots – we do not know who has voted.
- iii. Last year the final count of electronic ballots was 161 out of 804 electronic ballots. This year we are already at 188 ballots out of 1309 potential electronic voters. So we are already ahead of last year's numbers.
  - (1) Coordination of when to pull the data for electronic ballots with Membership updates is always tricky, but Jackie and Mandy have managed this quite well over the last few years.
  - (2) A complication this year was the scheduling of the Wild Apricot data migration, but all seems to have gone extremely well.
- iv. There were only 61 members who needed paper ballots (fewer than 5%). Jim Cole printed them on heavy (32 lb.) paper so they could be stapled and mailed back. He stuffed them into envelopes. April printed the labels. This resulted in a very significant reduction in cost over past usage of a mailshop.
  - (1) Paper ballots are two separate pages. One page is candidate statements. The other has the actual ballot on one side and a "mailer" format on the other.
- v. The entire nominating and election process is extremely time sensitive and complex.
  - (1) Jim Cole has done an outstanding job of following up on deadlines, fielding candidates, running nomination meetings, and shepherding the process to completion.
  - (2) Jackie Heglund did the research and found the online electronic voting system we currently use and has honed the procedure over the past several years. She has well organized notes and instructions.
  - (3) Last year's bill for electronic voting was \$120. This year, because we had more than 1000 addresses, it would have been \$300, but because Jackie is so knowledgeable and didn't use tech support, there's a \$100 discount, so only \$200. This, combined with the do-it-ourselves print ballots, has significantly reduced election costs this year.
  - (4) Wild Apricot will permit us to poll members, but using this election app may continue to be the best option.
  - (5) Jackie said 30 people renewed at the dance because we were checking memberships at the free dance. Lots of super-honest people were convinced that their memberships were current, yet some had been lapsed for a couple of years, and other regulars didn't understand what membership even was. Jackie urged that we do this at concerts as well – a good way to increase our declining membership. Mike says that he doesn't check memberships at concerts because he wants to avoid a bottleneck and delay the start of the concert; he thinks it is unlikely that this is a significant problem. Jackie said there is no way to know if it is a problem if there has been no effort to check memberships.
- vi. No one is running for PR Chair. All Board members should continue to seek a volunteer. The Board may appoint someone to fill an open position.
- vii. There are two candidates for Dance Chair and four candidates for the three At Large positions. Those are the only contested slots.
- viii. There are fewer than 100 paper ballots required this year.

d. **Affiliations**

- i. No report on the Frederick Dance effort to get CDSS affiliation.

6. **New Business.**

- a. **Chesapeake Dance Weekend Preliminary Report.** Sargon de Jesus has sent a preliminary estimate – their deficit this year will be approximately \$3,200. Less than last year's \$5k plus, but not the surplus they had hoped for.

- i. Suggestions: People didn't see advertising south of this area, which would have been helpful since SpringForth is trying hard not to be on the same weekend. Need to look into diversifying the age range attracted by the event.

- b. **Door Sheets and Bank Deposits from Programs**

- i. The FSGW bookkeeper, Leslie Barkley, asked the President to convey to the Board Leslie's concerns that no bank deposits have been made on behalf of the Program Committee since May 3, 2017. Leslie also noted that she has not received consistent door sheets. Leslie stated that she had received some financial information, but there were inconsistencies, which make recording the information into the proper line items difficult or impossible.
- ii. Leslie stated to the President that she had conveyed her concern to the Treasurer, but there had been no change.
- iii. Mike stated that he has complied with all procedures of which he was aware. He acknowledged that he has been keeping all funds in a cash box at his home and paying performers in cash and said that he had received verbal approval from the Treasurer, Jerry Stein, to do cash transactions. Prior to the adoption of these minutes, Mike clarified that the funds were kept in a safe.
- iv. Mike agreed that he and Leslie will communicate directly to ensure that all monies are accounted for in an appropriate and mutually-agreed upon manner, and that they will discuss and agree upon a form/door-sheet to be used moving forward.
- v. A brief discussion disclosed that the following procedure are used at other FSGW events:
  - (1) The English Dance has added a second person to count and initial off on receipts; all payments to performers are made by check.
  - (2) Storytelling has added a second person to count all cash, and has a new door sheet, which is being submitted to Leslie.
  - (3) The Dance Committee has a door sheet it has used for many years, which all Committee members use; all performers/callers are paid by check.

- c. **Relative Payments to Musicians at Concerts vs. Dances, and Storytellers**  
(continued from last month)

- i. The disparity regarding payments to musicians at concerts versus dances, as well as payments to storytellers is significant, and particularly so in view of the substantial deficits that concerts are incurring.
- ii. Storytellers perform for approximately 30 minutes, yet receive more than a contra musician receives for 3 hours of playing, plus set up and load out.
  - (1) Kim: When a storyteller is making \$200 minimum (plus donations, depending on venue) for ½ hour, but a contra musician is making \$90-100 (average) for four hours of work, it doesn't feel right. Same with concerts where there is very little attendance but the musicians are paid far more

- than a contra band (or caller) with many more paying attendees.
- (2) Steven R: Contra bands have not complained about payments, and what we are paying bands and callers is similar to what other venues pay them.
  - (3) Kim: Drawing a parallel with equal pay for women – equity and fairness shouldn't depend on whether "everyone" pays women less, or whether women didn't complain about the inequity. As an organization we should have this conversation. Maybe we are not paying contra bands too little – maybe we are paying concert musicians or storytellers too much. The point is that we should look at it fairly and objectively.
  - (4) Mike and Steven stated that there is no basis for “parity” between compensation of concert performers and any other category of performers because there is no standard rate of such compensation, i.e. every concert contract is the work product of zero-base negotiations.
  - (5) April: This comes up in part because the concerts run a deficit. We should look at the actual concert deficit – do we need to change the expectations, the budget, the payments, or the number of concerts to bring the budget more in line.
  - (6) Mike: The goal was to keep the subsidy under \$15 and closer to \$10, and this is being met.
  - (7) Kim: The last treasurer's report showed that the budgeted subsidy for concerts for the entire year has already been exceeded.
  - (8) Charlie: Concert performers may only be able to perform in an area once or twice a year, while contra band performers have many more opportunities to perform in the area.
  - (9) Mike: A huge percentage of concert costs is venue rental.
  - (10) April: Dance income has been subsidizing concerts for many years.
- iii. Discussion tabled for a later meeting when up-to-date financial information will be available.

d. **Guidelines for Logo Usage.**

- i. Discussion regarding use of current and former logos.
- ii. Mike moved that "The original version and approved variations of the FSGW corporate identity logo adopted by the Board of Directors in May 2017 are the property of FSGW and the only logos authorized for use in any materials or media that use a logo to represent FSGW; no other logos, including those previously used by FSGW, may be displayed for that purpose in any medium except as pertaining to historical material clearly identified as such."
- iii. Seconded by Steven Roth and passed without objection.

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

- a. The next Board meeting will be Tuesday, June 5, 2018.
- b. Steven Roth moved to adjourn, and Tim Livengood seconded. The meeting was adjourned at 10:10.

Reports:

**Treasurer:**

Balances are: Checking account \$29,553; Marketable securities \$320,669.

**Storytelling**

**The Grapevine:** The Grapevine hosted featured tellers Judith Heineman and Charlotte Blake Alston on April 11, 2018, for an evening of African and European folk tales as well as original stories. We also had four open-mic tellers, as all our open-mic tellers were economical with their time and so we had room for more than three. The total audience came to 51, with \$644 in donations shared equally between the two featured tellers at \$322 each.

Tim has a signed (and counter-signed!) door-sheet for the event with SSNs for the tellers that he will send to Leslie.

**Hope and a Home:** Lauren Martino told a half-hour of stories for our outreach program with Hope and a Home on 23 April 2018. There were 18 children plus four adults, with children ranging from age 2 to 16, a very challenging range to manage.

**Programs**

In April 2018, FSGW produced or cosponsored five concerts: a Richmond blues showcase with Justin Golden, Andrew Alli and Josh Small, cosponsored by the Archie Edwards Blues Heritage Foundation; Janie Meneely & Rob Van Sante; a celebration of the centennial of the Republic of Lithuania cosponsored by the Lithuanian embassy, featuring Adam Brody and Trys Keturiose; Ari & Mia Friedman; and a tribute to Jean Ritchie featuring Dan Schatz, Jon Pickow, Susie Glaze and Kenny Kosek. Three of these were atypically expensive events due to exceptional artists or venues.

These events had a total audience of 201 and a net cost of \$4,570, or an average subsidy of \$23.

The monthly average for the preceding calendar year was a net cost of \$3,185 and total audience of 158, or average subsidy of \$20.

On April 7, we received notice from U.S. Citizenship & Immigration Services, Department of Homeland Security, that our application for a P-3 artist visa for Thomas McCarthy was denied on the grounds that we had not met the burden of proof that the artist is "culturally unique." Our evidence that he meets the "culturally unique" standard included (but was not limited to) the fact that the same agency had issued him a P-3 visa 14 months earlier, having determined that he did meet all of the criteria for that visa program. Compounding the agency's self-evident error in this matter is the fact that their decision was postmarked April 7, 2018 in reference to a request to enter the United States for a specific paid gig on April 8, 2018; had their decision been consistent with their 2017 decision about the same person's eligibility, it would have been too late to arrange affordable travel. Unless we choose to sue the United States or seek to have the existing application reapplied to a future event (and it's not clear that either is possible), FSGW will not recover our investment of \$760 in application fees paid to Homeland Security and to the American Guild of Musical Artists, whose advisory opinion is required by Homeland Security (and was favorable). And, of course, our audiences won't get to hear Thomas McCarthy.

No written reports from Dance, Newsletter, Membership or Publicity