



**Board Meeting Minutes** (Approved 8/1/23 by the FSGW Board of Directors)

**BOARD MEETING – July 11, 2023**

Charlie Pilzer called the meeting to order at 8:35 PM as an online Zoom meeting, following the adjournment of the Special Board Meeting. Quorum (at least 8) was established.

**Attendees Present:**

Charlie Pilzer, *President*  
Jamie Platt, *Vice President*  
Caroline Barnes, *Dance*  
Will Strang, *Past Treasurer*  
Jim McRea, *Publications*  
Alyssa Hemler, *Secretary*  
Lynn Baumeister, *At-Large*  
Chris Lindsey, *Programs*  
Lynn Bayer, *(until 10pm) At-Large*  
Jackie Hogle, *Treasurer*

**Absent:**

David Shewmaker, *Membership*  
Lucia Schafer, *At-Large*

**Guests:**

Jane Gorbaty  
Charlie Baum  
Dana Best  
Dean Clamons (until 9:38)  
Fred Stollnitz  
Mo Brachfeld (office staff)  
Timothy Foley (joined 8:47pm)

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**Approval of Minutes:**

- MOTION: To approve Minutes from June 6, 2023 Board Meeting
  - Vote: Will Strang moved, Jim McRea seconded
  - Resolved: The minutes of the June 6, 2023 meeting are approved and entered into the Society records
- MOTION: To approve Minutes from July 11, 2023 Special Board Meeting
  - Vote: Lynn Bayer moved, Will Strang seconded
  - Resolved: The minutes of the July 11, 2023 Special Board Meeting are approved and entered into the Society records

**President's Report and State of FSGW:**

- Charlie thanked the board for their participation in the Special Board Meeting where corporate resolutions were passed to allow the signatories to be updated on the FSGW bank accounts. These resolutions will be presented to the banks and the successful update of controlling officers will be complete and in order.
- June was a busy month with many successful dances, the Washington Folk Festival, and a transition for our newly elected board members who are now official.

### **Treasurer's Report:**

- Our bookkeeper Leslie Barkley will move from Quick Books to Quick Books Online by the end of July, with a new QBO fee of between \$45 and \$85 a month. Currently there is funding available in the 2023 "18. FSGW Administration account".
- A directed donation for \$25,000 was received from the Estate of Michael Jonathan Rivers. It is entailed "to be used for digitizing, documenting, and preserving the Folklore Society of Greater Washington's recordings, both those currently in possession of FSGW locally and those stored at the Library of Congress Audio Visual Conservation Center awaiting digitization." The money has been deposited to Wells Fargo.
- Jackie be contacting the various event representatives over the next month with a goal of standardizing income/expense reports across the 19 different account ledgers in the FSGW budget.
- Jackie is researching Wells Fargo replacement with locations convenient to those making deposits.
- Jackie is researching audit firms familiar with non-profits for an annual audit.
- The FSGW finance committee will review our 990, Jackie will sign it and Leslie will file it by July 15<sup>th</sup>.
- Our reserves continue to be steady. We are caught up on payments and deposits.
- Washington Folk Festival reconciliation has not yet been completed but is in process.

### **Office Report:**

- There has been discussion of hiring a second office staffer to help field emails in a timely manner. The ideal candidate is someone who has coding and computer skills and is based in or around DC and can attend events to take updated photos and help with in-person publicity. There will be a notice about the position in the upcoming newsletter and the corresponding eblast.
- Mo will be out of the office July 29<sup>th</sup> - August 5<sup>th</sup>. Automated emails and social media posts will be scheduled. Lynn Baumeister (who also monitors the office email account) will also be out of town. Will Strang and Charlie Pilzer will help monitor email traffic during that time.

### **COVID Review:**

- There was a reported covid case from an attendee of the July 7<sup>th</sup> Friday night dance. A notification message was sent to all attendees and all FSGW board members on July 9<sup>th</sup>. No other cases were reported.
- There were no reported covid cases after #Dance Weekend (July 1<sup>st</sup> and 2<sup>nd</sup>). It seems the current practices are at the correct level.
- There have been no requests in recent weeks to change the organizational covid policy.

### **Concerts:**

- FSGW cosponsored a show on June 27<sup>th</sup> with the Traditional Music Society of Alexandria. 96 seats were sold and at least 10-12 FSGW folks attended. Chris is in discussions about future cosponsored shows with Alexandria, perhaps in the Spring.
- There are no concerts scheduled in August.
- Chris is working on doing more cooperative shows with Focus Music including a potential September show with Jocelyn Petit and Ellen Gira at the Lyceum in Alexandria.

- October is a possible show with Janie Maneely and Rob Van Sante, and also, a house concert with Julie Henigan.
- In November, Larry Edelman wants to screen a new documentary in conjunction with a house concert.
- Online concerts are still in the mix.

### **Getaway:**

- Dean Clamons reported that 113 people are registered for the Getaway and more are expected to sign up. The committee anticipates about \$26-30k in revenue which will cover all of the venue expenses. The committee expects to more than break even despite venue costs being increased this year.
- There are a couple of concerts being planned in association with the Getaway.
- There was a discussion of how to attract new attendees who haven't attended in the past.

### **Dances:**

- The July family dance was successful with many attendees. Sarah Foard and Lucia Schaeffer helped advertise in advance and making it free also helped attendance. There is no family dance in August.
- #Dance Weekend was successful with many out-of-town dancers. The event will be in March in 2024 and the bumper car pavilion is already booked. There was a successful new-callers workshop following #Dance Weekend where 6 new callers called. This workshop was made possible by a grant from CDSS.
- Glen Echo Park is working to resolve the sticky floor issue in the bumper car pavilion.
- Contrastock is scheduled for October 15<sup>th</sup> in the bumper car pavilion. Caroline and Alyssa are finalizing the lineup and will be opening registration soon.
- There is currently no dance scheduled for Friday September 1st, but the bumper car pavilion is available. FSGW would like to put on a dance that evening for consistency. Caroline will work on organizing a dance with support from Jackie.
- The Glen Echo Park social dance showcase is scheduled for Labor Day weekend. FSGW will help present a family dance and a contra dance and GEPPAC will pay the talent. This is a good opportunity to advertise our regular dance events.

### **Wild Apricot Database Cleanup:**

- The committee working on this project has decided to split it into two pieces- general data cleanup and membership data cleanup. First they are assessing the scope of the project and identifying the specific problems.

### **NEW BUSINESS:**

#### **Bequest from Mike Rivers to digitize FSGW Archives:**

- Mike Rivers left \$25k to FSGW to digitize hundreds of tapes he had in his possession (which are now in storage) for delivery to the Library of Congress. Other FSGW history has already been digitized and needs to be collected. The Board agrees that this project complies with the mission of FSGW.

- This project is not time sensitive and will need to be put out to bid. Currently there is no account in the budget to track this kind of project so Jackie will bring a budget amendment to the next meeting so the directed donation can be properly accounted for. Jackie will also evaluate the scope of the project and report back to the board.

**DC Registered Agent**

- FSGW’s Registered Agent for Washington DC (Esther Bushman) has moved. Will Strang will notify the DC registration office of the address change. In the future, the board may decide to update who our registered agent is.

**Meeting Adjourned at 10:15 pm.**

- Vote: Will Strang moved, Jim McRea seconded

Next meeting will be Tuesday, August 1<sup>st</sup> at 8pm on Zoom.

**Appendix I: Treasurer’s Report**

FSGW Treasurers report of assets – July 11, 2023

Date or Month end	(working) Wells Fargo	(reserve 1) Vanguard	(reserve 2) Fidelity	Total	Reserves gain / loss	Reserves % diff
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07/11/2023	71,327.51	140,323.35	116,711.61	328,362.47	+39,019.73	+17.9%
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Note: A \$25,000.00 bequest from the estate of Mike Rivers was received in 7/2023

06/05/2023	36,252.36	137,562.79	116,219.05	290,034.20	+35,766.61	+16.4%
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Note: Will loaned FSGW \$9500.00 short term on 5/30/2023, to provide a buffer for WFF costs until we can withdraw money from a reserve account, which we have to set up new because Wells Fargo made us close our old account that it had been set up for.

05/02/2023	36,994.94	135,222.88	115,722.65	287,940.47	+32,930.30	+15.1%
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04/04/2023	45,678.01	134,130.79	115,430.38	295,239.18	+31,545.94	+14.5%
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03/07/2023	45,446.16	131,806.25	112,522.97	289,775.38	+26,313.99	+12.1%
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02/06/2023	47,917.35	133,670.35	114,997.36	296,585.06	+30,652.48	+14.1%
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01/02/2023	49,209.42	126,884.60	109,553.70	285,647.72	+18,423.07	+8.5%
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12/05/2022	43,641.00	130,432.63	111,611.67	285,685.30	+24,029.07	+11.0%
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10/31/2022	45,607.47	126,512.66	106,498.34	278,618.47	+14,995.77	+6.9%
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10/10/2022	57,182.40	121,023.53	104,323.70	282,529.63	+7,332.00	+3.4%
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09/06/2022	60,817.82	128,988.68	109,704.28	299,510.78	+20,677.73	+9.5%
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08/01/2022	65,915.93	133,944.94	114,420.86	314,281.73	+30,350.57	+13.9%
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07/05/2022	79,880.84	127,215.95	109,529.59	316,626.38	+18,730.31	+8.6%
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Note: A 2nd \$25,293.17 bequest from estate of Joan Clifford was received in 7/2022

05/30/2022	61,864.89	134,414.80	115,404.43	311,684.12	+31,804.00	+14.6%
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05/02/2022	87,284.61	133,697.60	115,172.46	336,154.67	+30,854.83	+14.2%
04/04/2022	88,351.28	143,903.92	123,001.41	355,256.61	+48,890.10	+22.4%
03/01/2022	75,767.29	140,649.04	121,940.60	338,356.93	+44,574.41	+20.4%
01/04/2022	72,745.91	150,344.01	128,602.44	351,692.36	+60,931.22	+27.9%

Note: A \$25,293.17 bequest from the estate of Joan Clifford was received in 12/2021

12/06/2021	36,651.31	146,446.72	126,705.53	309,803.56	+55,137.02	+25.3%
11/01/2021	31,321.07	147,161.63	128,693.30	307,176.00	+57,839.70	+26.5%
10/04/2021	31,268.27	140,573.28	124,831.36	296,672.91	+47,389.41	+21.7%
09/13/2021	29,994.51	144,253.69	127,604.38	301,852.58	+53,842.84	+24.7%
08/02/2021	32,687.16	142,564.25	126,135.07	301,386.48	+50,684.09	+23.2%
07/05/2021	37,822.42	141,479.16	125,569.95	304,871.53	+49,033.88	+22.5%
05/31/2021	40,699.83	138,035.50	123,377.44	302,112.77	+43,397.71	+19.9%
05/04/2021	41,232.36	137,626.97	122,757.45	301,616.78	+42,369.19	+18.9%
04/06/2021	42,545.65	134,943.68	120,784.77	298,274.10	+37,713.22	+17.3%
03/01/2021	48,267.61	131,580.49	119,473.45	299,321.55	+33,038.71	+15.2%
02/01/2021	58,058.47	129,013.97	118,010.28	305,082.72	+29,009.02	+13.3%
01/04/2021	52,794.77	127,206.75	116,715.94	296,717.46	+25,907.46	+11.9%
12/01/2020	27,346.43	125,928.08	114,143.40	267,417.91	+22,056.25	+10.1%

Note: \$25,209.70 of Online NYE Sea to Sea money arrived and left from Dec thru April

11/10/2020	26,186.10	122,838.49	111,092.92	260,117.51	+15,916.18	+ 7.3%
10/05/2020	21,136.34	119,688.20	108,153.37	248,977.91	+ 9,926.34	+ 4.5%
08/31/2020	21,815.20	121,517.25	108,884.60	252,217.05	+12,386.62	+ 5.7%
08/03/2020	23,751.64	117,052.91	106,509.14	247,313.69	+ 5,546.82	+ 2.5%
07/06/2020	28,418.41	114,073.75	104,161.83	246,653.99	+ 220.35	+ 0.1%
06/02/2020	29,503.20	111,511.23	101,300.54	242,314.97	- 5203.46	- 2.4%
05/05/2020	30,650.56	106,193.26	95,963.14	232,806.96	- 15,858.83	- 7.3%
04/06/2020	34,481.27	100,919.09	90,955.89	226,356.25	- 26,140.25	-12.0%
03/25/2020	33,581.81	87,688.84	96,000.54	217,271.19	- 34,325.85	-15.7%
03/03/2020	36,344.38	108,885.54	99,980.64	245,210.56	- 9,149.05	- 4.4%
pre-Covid-dip high		112,766.67	105,248.56	(baseline = 218,015.23)		0.0%
1/21/2020	28,619.19	114,403.43	103,821.83	246,844.45		
12/2019	23,224.46	112,184.47	102,230.49	237,639.42		
11/2019	17,861.62	110,191.15	100,202.95	228,255.72		
10/2019	19,176.85	107,789.58	98,445.01	225,411.44		
09/2019	39,960.56	106,288.85	97,080.95	243,330.36		
06/2019	15,900.81	110,576.98	111,243.31	237,721.10		

FSGW lost money in FY2016 thru FY2019, and so withdrew \$199,000 from reserves.

Vanguard total withdrawn: \$179,000                      Fidelity total withdrawn: \$20,000