



**Board Meeting Minutes** (Approved 8/20/24 by the FSGW Board of Directors)

**BOARD MEETING – July 2, 2024**

Lucia Schaefer called the meeting to order at 8:02 PM as an online Zoom meeting. Quorum (at least 8) was established.

**Attendees Present:**

Lucia Schaefer, *President*  
Charlie Pilzer, *Past President*  
Jamie Platt, *Vice President*  
Alyssa Hemler, *Secretary*  
Jackie Hoglund, *Treasurer*  
Ingrid Gorman, *Publicity*  
Paul Lieberman, *Publications*  
Laura Robertson, *Dance*  
Tim Livengood, *At-Large*  
Lynn Bayer, *At-Large*  
Ayan Kishore, *At-Large*

**Guests:**

Angela Nugent  
Maya Pierick (office staff)  
Fred Stollnitz  
David Shewmaker  
Will Strang  
Dana Best  
Peter Maier  
Timothy Foley  
Charlie Baum

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**Approval of Minutes:**

- MOTION: To approve Minutes from the June 4, 2024 Board Meeting.
  - Vote: Jackie Hoglund moved; Jamie Platt seconded. Unanimous with one abstention (Ayan Kishore).
  - Resolved: The minutes of the June 4, 2024 meeting are approved and entered into the Society records.

**Introductions Welcome to New Board Members:**

- Board members introduced themselves and presented their background and experience.

**REPORTS:**

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

- Lucia introduced the idea of an open forum at the beginning of board meetings. Starting next month, there will be time at the beginning of each board meeting where non-board members can bring topics to the attention of the board.
- Lucia summarized their background and goals for FSGW including finding new venues and bringing programming to new audiences. She will be focused on streamlining operations and

documenting institutional knowledge. Longer term, she will be working with office staff to look into grant funding opportunities.

- The FSGW picnic is coming up on Sunday July 14<sup>th</sup>. Lucia outlined the schedule.
- Peter Maier is organizing a celebration for Mary Cliff on Sunday 9/15 from 1-4pm. Tickets are \$50 and Peter is putting together a program of speakers and performers. Publicity is a challenge because this is a unique event and Peter would like help with targeted outreach efforts.

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

- Account balances as of 5/31/24: Main: \$23,920.20, Dance: \$10,049.55, Rivers: \$25,000.00, WFF: \$2,000.00, Fidelity: \$77,526, Vanguard: \$155,726
- We are currently running a budget deficit of -\$28,730 compared to the -\$49,246 deficit in the budget. The approximately \$6,000 annual Wild Apricot fee will be paid on June 30 bringing the deficit to approximately \$35,000. We may need to move money out of reserves into the checking account at the next meeting.
- Jackie outlined the timeline for creating the FY 2025 budget. The first step is reviewing this year's budget to date later in the meeting.

#### **Office Report:**

- All regular members have been informed that the printed newsletter is ending and asked if they would like to be refunded or make a donation. All but 8 people have responded and only one person requested a refund.
- Office staff assisted with a survey of the local ECD dancers on the Covid protocols regarding the windows/fans. There were some snags that were worked out, and data has been collected and shared.
- Ongoing work on updating and publicizing events.

#### **Webmaster Report:**

- Will is working on updating email forwarding and online account permissions following the board turnover.
- Ongoing maintenance and enhancement of the Admin Tools associated with the Wild Apricot database/website.
- Will has created users for the FSGW Wiki. This will be a resource for storing institutional knowledge and procedures. Logins will be the same as fsgw.org logins.
- Our Wild Apricot database/web service renewed on 6/30/24 for 1 year at a cost of \$5,724.

#### **Dance Report:**

- As of the June 28th Friday night dance, FSGW concludes its involvement in the Friday night dances at Glen Echo.
- GEPPAC has not yet sent out its request for proposals for 2025 dates, but Laura will be completing FSGW's proposal (for Hashdance, Contrastock, and the Barn Dance) once the form is available (typically due in September).
- The July 11th Silver Spring contra dance has had a change of venue and will now be held at Seekers Church. The Silver Spring Dance is cosponsored with Carpe Diem Arts. Busy Graham of Carpe Diem is retiring so future partnership logistics will need to be worked out.

- The Balfolk dance is on hiatus for the summer. The organizers are considering changing the schedule for the fall so the dance doesn't conflict with the English country dance.
- Contrastock registration is open and publicity efforts are underway.

## **ACTION ITEMS:**

### **New Sound System for ECDC:**

- **Motion:** *Laura Robertson moves, Lynn Bayer seconds to reimburse Angela Nugent \$607.27 for the recently purchased updated microphone and receiver system.*
- Discussion:
  - The English County Dance budget is doing very well this year- revenue is on track and expenses are down.
  - The upgrade was absolutely necessary and was well-priced.
- **Amended motion:** *Laura Robertson moves, Lynn Bayer seconds to amend the FY24 budget, Section 7: English Dance Equipment and Maintenance line item from \$400 to \$610. Motion approved unanimously.*

### **Takoma Park Folk Festival Sponsorship:**

- **Motion:** *Tim Livengood moves, Paul Lieberman seconds for FSGW to be a sponsor of the 2024 Takoma Park Folk Festival at the Stage rate of \$1,500*
- Discussion:
  - The festival is a good opportunity for publicity for FSGW.
  - In the past, FSGW has been a stage sponsor for \$500 and done several in-kind services including printing a flier insert for our newsletter.
  - There is currently \$500 in this year's budget for TPFf sponsorship. We are behind on membership revenue this year.
  - Suggestion to negotiate further with TPFf.
- **Amended motion:** *Jackie Hoglund moves, Alyssa Hemler seconds to amend the FY24 budget Section 18: FSGW Admin Charitable Donations line item from \$500 to \$1000 for the Takoma Park Folk Festival. Motion approved unanimously.*

### **Wild Apricot Privacy Policy, Refund Policy, Terms of Service:**

- **Motion:** *Paul Lieberman moves Laura Robertson seconds to adopt the Privacy Policy, Refund Policy and Terms of Service*
- Discussion:
  - Our Wild Apricot database/web service is requiring these policies. We have previously discussed changing systems due to the cost of WA but it would be a lot of work to make the transition and FSGW needs these policies regardless.
  - The privacy policy is long and technical. Suggested amendment to move the section about sharing information to the top of the policy.
- **Amended motion:** *Paul Lieberman moves, Laura Robertson seconds, to adopt the Privacy Policy, Refund Policy and Terms of Service as amended. Motion approved unanimously.*

**Co-sponsoring the Rocklands Labor Day Weekend contra dance:**

- We have been asked to cosponsor a contra dance at Rocklands to help provide additional revenue to the musicians and caller. We wish we had the funding for dances outside of the greater DC area, but it was felt that our goal for the 2025 fiscal year would be to support folk events closer to public transportation.
- *Suggested motion not taken up, automatically fails.*

**DISCUSSION ITEMS:**

**Grapevine report for 2023-2024, lessons learned, and next steps:**

- Grapevine organizers would like to raise the minimum payment for tellers from \$200 to \$250 to better incentivize talent.
- The Board agreed that Grapevine should cover the increase from their current budget and submit an updated budget request for FY 2025. Grapevine can begin booking talent for the fall.

**Review of the 2024 Budget:**

- Jackie described how the budget is structured and what was approved last year.
- We are expecting to run a 40k deficit this year.
- Jackie will send reports to relevant people about guidance for budgeting for next year.
- Future fundraising campaigns may be appropriate.

**Future Board meeting dates and times:**

- Lucia confirmed that first Tuesday's at 8pm is generally a good time for board members to meet.
- Lucia will send a doodle poll for rescheduling the September meeting.

**Meeting Adjourned at 10:25 pm**

- Tim Livengood moved, Jackie Hoglund seconded.

Next meeting will be Tuesday, August 6, at 8pm on Zoom.

Appendix 1: Privacy Policy

Appendix 2: Refund Policy

Appendix 3: Terms of Service