

CORVALLIS FOLKLORE SOCIETY

Minutes of Board Meeting on November 18, 2017

MEETING convened at 1:30 at Chere's house

BOARD MEMBERS present: Jason Schindler, Bill Pfender, Anne Smith, Denis White, Linda Herlihy. Chere Pereira, Eric Knoder, Frank Griswold, Dick Theis, Van Fister. CFS MEMBER: Dave Rabinowitz

MINUTES: September board minutes were summarized and approved with corrections.

TREASURER REPORT:

PROFIT-LOSS STATEMENTS:

Bill submitted the statements from July 1, 2017 through Nov 17, 2017

Total Income = \$ 7,317. Total Expense = \$5,688. Net Income = \$1,629.

Total Current Assets = \$47,253. Money Market Savings = \$40,104. Checking = \$7,149.

Profit/Loss analysis for activity groups: For 2016-17 fiscal year Dance groups, *concerts* and Best Cellar more than met their 7% contribution goal, if Contra Week and regular Contra are combined for accounting purposes.

DISCUSSION

Member Planet revenues (membership dues and CCW registration): How do we get information about money collected through MemberPlanet and deposited by them into CFS checking acc't?

Frank: MP makes weekly direct deposits into CFS checking account. It combines money from membership dues and contra weekend into one indistinguishable deposit. There is a way to see a detail spreadsheet on the MP site. (Note: MP does not work with PayPal)

Profits: Can CFS carry a profit? How much is allowable under IRS rules?

Bill checked with accountant and it is OK; however, profits need to be spent on non-profit types of expenses (cannot be distributed to individuals e.g. write self a check. Also non-profits cannot donate to political candidates)

PROPOSAL for expenditures of profits: should benefit CFS organization and activities:

Lighting System: Questioned actual need for owning our own lights

Dave: CostCo sells inexpensive spotlights (\$5). Compact LEDs discussed

Jason proposed doing research into lighting needs and what's available

Sound system: Jason noted we have a number of community people who can do sound, and most sound people bring their own equipment.

Erik has sound equipment he could make available for CFS events

Data base systems and upgrades: Member Planet, Quick Books, etc.

Scholarships

Trainings / opportunities

Support Community Music opportunities: e.g. workshops by visiting artists in conjunction with concerts; person to arrange opportunities could be a board position. Dave will check into this for Whiteside concert series.

BOOKKEEPER REPORT:

Mystery deposit on 10-21-17 for \$167? Bill will look into.

Bank statement reconciliation: Anne White continues to do this

"Q-Box" (Quick Books in the Cloud): Bill & Anne White working on this

Bill: proposed CFS buy a laptop dedicated to financial information and Treasurer tasks.

Consensus: Buy a laptop that is good enough to do what's needed.

APPROVED: Bill may spend up to \$500 for a dedicated laptop for accounting and treasurer tasks

Contra Weekend accounting (Dale): Anne W & Bill determined that Dale needs to have a newer version of

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QuickBooks to order get CCW accounting data to Bill efficiently.

APPROVED: CFS can spend up to \$200 to buy new version of QuickBooks for Bill and Dale.

INSURANCE:

Directors & Officers insurance: Cost would be about \$500 through CDSS. Bill still waiting for a quote.

A new inquiry should be made if Board still wants to pursue. Erik mentioned that he is covered through his personal umbrella policy. Bill checked and found he and Anne S are not covered by their policy with State Farm. Without a clear directive from the Board, this issue will be tabled for the time being.

MEMBERSHIP:

Van: As of today CFS has 182 paid members of which 105 have joined MP (~58%).

Increase from May to November: 6 more paid members with 30 more in MP

Anne: presented a draft of an "Invitation to Join" CFS along with a set of instructions for joining CFS on-line through MemberPlanet. Note: People are invited outside of the MP system; there will be no record of their having been invited, but not joined in MP data.

APPROVED: Send email invitation to potential CFS members, as well as Members "invited but not joined". Van to send Anne the list of CFS members who've not yet joined Member Planet.

MEMBER PLANET TRAINING:

Plan for training board members & appointing an "expert" to monitor & advise board members on MP services. Jason previously proposed that Jason, Van & Frank meet for a tech session to determine who can do what with MemberPlanet.

No ACTION Taken.

CONCERTS:

Note regarding Celtic Concert Series at the Whiteside: CFS does not have any financial involvement in these concerts; CFS support is limited to promoting the concerts and possibly offering hospitality

Chere: working on a 3/19/2018 Malvina Reynolds tribute concert by Judy Fjell and Nancy Schimmel (Malvina's daughter).

CONTRA DANCE & WEEKEND:

Frank: CCW is 75% full now, not gender balanced

Bill is working with Dale on efficient way to upload financial data to CFS treasurer.

BEST CELLAR: Next year's Best Cellar fundraising concert for CFS will be on 6/15/2018 (to avoid conflicts with HS Graduations on weekend of June 2nd). Beatles' songs will be featured.

NEXT BOARD MEETING: Saturday, January 20th, 2018 at 1pm. Location TBA

Respectfully submitted:

Anne J Smith
CFS Secretary