

# **CORVALLIS FOLKLORE SOCIETY**

## **Minutes of Board Meeting on March 17, 2018**

MEETING convened at 12:10 at Erik's house    BOARD MEMBERS PRESENT: Bill Pfender, Anne Smith, Frank Griswold, Denis White, Erik Knoder, Dick Theis, Chere Pereira, Van Fister, Linda Herlihy. Jason Schindler attended second half of the meeting.  
ABSENT: Jake Short.

MINUTES: January board minutes were approved with corrections.

### TREASURER REPORTS:

#### PROFIT-LOSS STATEMENTS:

Bill submitted the accounting report for current FY to date (July 1, 2017 through Mar 17, 2018). This included most of the contra weekend accounting, as well as the McCutcheon concert.

Total Income = \$50,779.59 Total Expense = \$38,940.19. Net Income = \$11,839.40

Total Current Assets = \$59,165. Money Market Savings = \$7,150. Checking = \$52,015.

CFS overhead costs = \$1,444 (insurance not yet paid), 7% Target estimate = \$3,555.

### DISCUSSION:

Frank noted that the CCW Sunday night dance income should have been entered as Contra income – Bill will make this correction, which will put Contra in the black.

All activity groups have positive net, except Folk dancing (as expected because it paid its annual rent up-front; it has no further costs this year).

Profit/Loss analysis for activity groups was discussed. Bill noted that the purpose of setting a 7% target for each group is only meant as a monitoring and discussion tool.

### ACCOUNTING ISSUES IN MEMBERPLANET:

Net loss from refunds: MP keeps 6% from all payments made through them. With a refund (only relevant for CCW), MP returns full or partial fee (as decided by Frank, based on reason for cancellation) to payer/participant. For full refunds this means a net loss of 6% to CFS.

ACTION: Bill will calculate MP fees for CCW & membership after one year to assess financial impact. Consider including 6% fee in costs & fees to participants.

### BOOKKEEPER REPORT

Dale Kyle now has new QuickBooks version and access to Q-Box, making accounting for CCW better integrated with CFS books overall, and giving Bookkeeper (Anne White) easier access to all records.

### CASH ASSETS:

Discussion from last Board meeting: Keep Money Market and add another longer-term product, such as a "laddered CD". Bill still needs to research and compare returns on Money Mkt vs. Laddered CD investments.

Today two specific proposals related to spending money in support of CFS's mission were discussed.

- Free-to-public music workshops to accompany concerts by visiting artists: Bill Hayden wants to invite Jerry O'Conner to conduct a music workshop during his time in Corvallis. Bill will follow-up.
- Dance hall improvements: Frank & Erik requested Board approval to offer some money to UCC in a proposal for window repair and improvements in the Men's rest room. Board agreed that this is an expense in line with supporting the CFS dance community

### MEMBERSHIP

Van reported difficulty tracking the status of members marked "invited" who have now actually "lapsed". Erik showed how to use EXCEL to display the date field in chronological order.

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### MEMBERSHIP CATEGORIES:

- Frank's proposal to change membership categories and prices was reviewed. At the last meeting we voted to change to a 3-level membership system: Single=\$10, Couple=\$15, Family=\$20.
- Today there was a more thorough discussion and review of potential membership categories with their practical ramifications. (Summary to follow in separate email)
- Board will review ideas, share comments and revisit the issue at the May Board meeting, with a view to getting input from/ sharing with members during the annual meeting that follows.

### CONCERT REPORTS:

Jim Malcolm: concert did well; Friends Meeting house worked well for him, but Dick noted that 70 people is the absolute maximum capacity for that venue.

John McCutcheon: also did well with ~240 people attending. Gross= \$3700 with \$350 going to CFS

### Future Concerts:

Alasdair Frasier: Chere turned this show over to Rob Gandara to produce at the Whiteside. The Board approved Chere's request to pass on concerts with short production time-lines to the Whiteside. The arrangement with the Whiteside allows CFS to give non-monetary support (e.g. advertising) in exchange for member discounts to the concert.

Gerry O'Connor: New concert producer, Bill Hayden wants to produce a concert by Gerry O'Connor in May. Bill Pfender met with him and explained/ trained aspects of concert production.

About Gerry O'Connor: "A native of Nenagh, Co. Tipperary, Gerry has travelled the world as a composer, performer and session musician. Described by *Irish Music Magazine* as a "banjoist extraordinaire," O'Connor has developed a phenomenal technique on the tenor banjo, bringing it to places no player had tread before. He – physically and musically – experiments with everything . . . "

### CALENDAR:

Reviewed process for communication of Calendar items. Items sent to "Newsletter" are now going to both Dave and Dick. Emails to "Concerts" go to Chere, to forward as needed.

### CONTRA DANCE:

Contra dance committee meeting is scheduled for Tuesday, March 20<sup>th</sup>.

### BEST CELLAR:

The Best Cellar fundraising concert for CFS will be held on 6/15/2018 and will feature songs of the Beatles.

### NEWSLETTER:

To address the difficulties a few folks have reported trying to open the Newsletter link, Dick now sends several options in his email.

### SOCIAL MEDIA:

Chere: Frank Hall has shown Cliff Pereira how to post notices on FaceBook, e.g. for McCutcheon concert. Cliff also maintains a private "Concert Alert List" for concert with notifications and reminders. Chere would like to expand the list to include members of the "Celtic community" and other interested parties. If folks know of people that might like to be added to the notification list, please contact Chere.

CFS still needs to create a comprehensive social media structure for its activity groups. The plan would be to recruit a talented IT person to construct overall social media presence; then individual site managers are needed to actively maintain info & events for each activity group. In the meantime, from previous

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discussions, check with these sources for advice: Elizabeth Sadhu, does FB for dances and Denis, who may be able to get some help from Hoolyeh dancers.

**WEB SITE:**

Bill sent Frank CFS Policy and Procedures files and he will put up on [www.corvallisfolklore.org](http://www.corvallisfolklore.org).

**NEXT BOARD MEETING:** Saturday May 19, 2018 (3<sup>rd</sup> Saturday)

4:00 pm before the Annual Member Meeting.

Board Meeting will start at 4:00 pm and will be followed by a potluck and the Member meeting.

**LOCATION:** First Alternative South Co-op meeting room.

Located in separate building NE of the main Co-op

**ANNUAL MEMBER MEETING and POTLUCK:** same date and location

5:30 Potluck

6:00 Member Meeting: during the potluck

**DIRECTIONS:** Turn East at SE Chapman Street (North of the Coop's North parking lot).

Drive past Purple Moon Espresso stand & look for separate building (E of the main building).

(It can be tricky to find & is impossible to see from the South Parking lot)

Park along NE Chapman St or in the Coop's N parking lot.

Meeting room building has two entrances, on the N and W sides.

Dave has posted a map with excellent directions on the web site.

Respectfully submitted:

Anne J Smith  
CFS Secretary