

CORVALLIS FOLKLORE SOCIETY
Minutes of Board Meeting Nov 23, 2019

MEETING CONVENED at Bill and Katherine Hayden's house

PRESENT: Board members: Jason Schindler, Bill Pfender, Anne Smith, Van Fister, Dick Theis, Chere Pereira, Kurt Smith, Denis White, Linda Herlihy, Bill Hayden.

CFS Members: Katherine Hayden Mark Weiss,

Called to order at 1:10 pm.

MINUTES: 9-28-2019 Board Meeting

Minutes were approved following clarifications and minor corrections.

BUSINESS & ACTION ITEMS

RECRUITMENT

Written job descriptions

Officers & board members performing key jobs: newsletter, membership

CFS volunteers in key positions: web master, calendar, activity groups

The following write-ups were received prior to today's meeting:

Newsletter (Dick)

Treasurer (Bill)

Secretary (Anne)

Membership (Van)

Local Folk (Kurt)

Discussion: activity group leaders

Job description and plans for succession can be determined within each activity group.

Leaders can, if they choose, keep job descriptions on file in CFS archives

ACTION: Create common format for job descriptions for approval (Anne)

Goal: once approved, to post on the website for recruiting purposes

ELECTRONIC PAYMENT for events

Frank described PayPal (using for Contra Weekend registration fees this year)

PayPal "sweeps" deposits to CFS bank account, on request or via "auto sweep"

"Auto sweep" costs \$5/mo. for "Access Package"

PP charges non-profits .30 per transaction + 1.7 % (2.2% if "for profit")

Pros: PP generates report; easy to do refunds

Discussion: can PayPal be used for multiple events/users?

Should not have shared passwords

Need platform to use with events that handle all proceeds & payouts in one night?

Charge a premium for paying at the door? Chere said Cliff has run numbers in past;

she can bring it up again with him

Other platforms: Venmo:

Person to Person only, but can do transactions asynchronously (a benefit)

TicketTomato: No charge for refund (lose process fee?)

No action taken.

ACADEMY FOR LIFELONG LEARNING

Marg Cannon from ALL asked Mark if CFS could present a 2 hour talk. Generally positive response. Representatives from the following groups were interested in participating:

Dick (CFS History, archives);

Denis (Folkdance, Hoolyehs);

Dave Rabinowitz

Kurt (Local folk)

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Chere (Concerts)

Jason to ask Michelle Stowell (Contra Dance)

ACTION: Anne will send needed email addresses to Mark.

Mark will coordinate the scheduling of a a meeting with Marj:

TREASURER REPORT: Summary*

Current Fiscal Year to date (July 1, 2019- Nov 23, 2019).

Total Income = \$6,122 Total Expense = \$10,697 Net Income = (\$4,575) 7%=(\$429)

Total Assets = \$63,842 Checking = \$61,841 Money Market Savings = \$2,001

*(See ADDENDUM 1 for more details)

MEMBERSHIP:

Currently, CFS has 195 members; of these 168 have "joined" Member Planet

For the 26 not "joined", should Van resend invitation?

There are 104 "Lapsed" members in Member Planet data base.

Requested Van to send "lapsed" list to CFS secretary for possible follow-up. Consider forming a "group" for these, create & send a special invitation about rejoining/ renewing.

CONCERTS*

Roy Zimmerman & Bill Staines concerts went well.

Winter Dance: Dick gave posters to hand out

Tracy Grammer - lost CFS producer so no Feb concert possible

Meeting with Rob Gandara (Whiteside concert producer) to talk about

Ticket pre-sale notice: Whiteside members have gotten pre-sale notice Wailin Jennys

CFS should obtain code for pre-sales and send out to members

Co-sponsoring concerts: Rob & Chere will discuss on a case-by-case basis

Jen Waters, new Executive Director at Whiteside, wants to book more shows:

One BIG show per quarter - e.g. Wailin Jennys

Smaller show one per month - e.g. Tom Paxton

Two to three additional events every month

Coordinating: Rob maintains Google Calendar for shows, but not always aware of conflicts or sometimes has no choice of dates for big name performers.

*(See ADDENDUM 2 for list of upcoming concerts)

HOOLYEHS

Denis reported good success with new date, time, place & programming. Meet once/month

Now offering a teaching session before each class; more people attending (~30)= more \$\$

CONTRADANCE:

Remind Erik to label clearly all new sound equipment with identifying information for CFS.

NEXT BOARD MEETING: Sat Jan 25 or Sat Feb 1, 2020 1pm .

Location TBD: Van will check into S Co-op Meeting Room

Submitted by:

Anne Smith,
CFS Secretary

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Addendum 1

Treasurer Report

Current Fiscal Year to date (July 1, 2019- Nov 23, 2019).

Total Income = \$6,122 Total Expense = \$10,697 Net Income = (\$4,575) 7 %=(\$429)
 Total Assets = \$63,842 Checking = \$61,841 Money Market Savings = \$2,001
 All overhead costs = \$460 Admin total = \$407

Income/Expense by Group	Income	Expense	Net	Target 7%)
Concerts:	\$1,972	\$ 2,197	\$(225)	\$138
Regular Contra:	\$3,325	\$4,631	\$(1,306)	\$ 233
Contra Weekend:	-	\$ 717	\$(717)	-
Local Folk	\$ 154	\$ 77	\$ 77	\$ 11
Best Cellar	-	-	-	-
Folkdance:	\$ 612	\$ 475	\$ 137	\$ 43
Membership:	\$ 648	-	\$ 648	-
Other	\$ (588)			
Sound Equipment		\$ 2,140		
Newsletter	\$	\$ 53		
 Admin				
Insurance		\$ 313		
Business Fee		\$ 50		
Postage		\$ 1		
Website Expense		\$ 20		
Other Admin		\$ 23		
Total Admin		\$ 407		
 Total	 \$ 6,122	 \$ 10,697	 \$ (4,575)	 \$ 429

Addendum 2

- American Strings: cosponsored by School of Arts & Communication and Majestic Theater (shows are at the Majestic);
- School of Arts & Communication (SAC) Presents:
 - Tues, Dec 10: Mary Carpenter & Shawn Colvin, collaborating singer-songwriters,
 - Sat, Jan 18: Paul Drescher & Schick Machine, composer-percussionist-instrument maker.
 - Thu, Mar 19: Slavic Soul Party!, Balkan Soul Gypsy Funk
 - Sat, Apr 11. Six classical musicians: string trio, flute, clarinet and trumpet.
- Upcoming concerts: (some co-sponsored with Whiteside)
 - David Wilcox Jan 19, 7pm Whiteside
 - Susie & Jim Malcom: Thurs Feb 6, 7:30 1st Cong.
 - Karen Sikich on Sat Feb 8th at 3pm 1st Cong,
 - Lucy Kaplansky on Sat, Feb. 8, 7 pm Whiteside
 - Alasdair Fraser & Natalie Haas: Sat, Feb 22, 7:30 Whiteside
 - Lúnasa on Sun, Mar 1st, 7pm Whiteside
 - John McCutcheon Fri, May 1st