

# Corvallis Folklore Society

## Minutes of Board Meeting held Monday Jan 20th, 2025

Call to order: 3pm on Zoom; Anne facilitated

BOARD MEMBERS attending: Jason, Anne, Van, Linda, Chere, Bill P

CFS members (non-board): Dave R.

Consent Agenda.

Review/approve: today's agenda;

Minutes of last meeting: approved with corrections

Next Meeting: Thurs. March 6th, 5:30 on Zoom

Board business:

Continue search for new board members:

esp. for Treasurer, Secretary, & IT Assist

Web assistance: hiring Katie Pardee is still an option; contact her after Tech committee meets

Treasurer Report: Van

Accounting Software update: CFS is using Quickbooks On-line now; cost to migrate data = \$350

- Generally working "fine" except for time to print checks (like hours)
- Van getting help from Vicky at Decimal Accounting - QB expert
- Benton Co. Community Foundation provides training for bookkeeping for non-profits
- Proposed: board approve \$70 enrollment fee for Van to attend

APPROVED

2025 Celtic Festival:

- 1st meeting of steering committee 3 weeks ago; now only 4 members, down from 6
- Committee is discussing options for CCF location:
  - Tyee Wine cellars property, an all inclusive venue: food, stage, vendors, booths, parking. Only one day event there
  - Downtown locations: Common Fields for Thursday & Sunday
  - Vendors: lots are interested

CFS Account Balance

- Checking: \$64,247.14 Savings: \$2,001.08 Total Assets: \$66,348.22
- "Income, Expenses, Net, 7%" balance sheet was not presented
  - Still learning quick books on-line; esp. how to do forms we need/want
  - Van is using Excel template for reports at present
  - Concern: Contra is not covering expenses; board needs data from them

Membership Report: Linda

Current Membership = 196; Linda will check about \$\$ getting forwarded to Citizens Bank

Concerts: Chere

John McCutcheon tix are selling well;

Concern about need to use balcony seating at FUMC; will need a dedicated person to monitor

Anne will check to see who can do this

Web/Tech: Jason reviewed several issues

Need different software to replace MemberPlanet:

- must be able to send email for member dues & account info
- Linda made a wish list for member data base capabilities (see Addendum)

Do we need web redesign?

- Katie Pardee, who created CCF website (not WordPress); would consider working for CFS
  - Jason: we need a quote for web site redesign, membership functions and training
- Option to stay with WordPress; has options for adapting to various needs via widgets
- Jason will call a meeting for tech team to discuss a plan

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## Album Club:

Bob Santelli stopped teaching at OSU to work full time on Springsteen archive projects in NJ and Monmouth, OR. He has a house here, but no time. It WOULD be interesting to ask him how he managed ASCAP issues etc.

## Local Folk:

Ryan Buys never responded to CFS's draft MOU proposal in Sept.

Shari Ame said she wants to handle this on her own.

The following items were not addressed in detail:

- Q re: who is on listserv/ who should be on it?
- CCF concert form report: Van, Bill, Chere, Anne still plan to meet to discuss modifications to the current CCF concert summary spreadsheet.
- Contra: report on financials needed
- New by-law or policy re: board members retiring mid-term
- Sustainability Fair 2025

Meeting adjourned: 4:15 pm

Submitted by:

Anne J Smith, CFS Sec'y

Addendum: from Membership Coordinator:

Description of desired Membership Platform functions

- 1) Interface that is easy for members to use for
  - a) (initial) joining CFS- including entering data and accepting payments
  - b) (returning) renewing membership dues
  - c) (returning) editing profile
- 2) Automated emails for
  - a) acknowledging payments
  - b) warning that membership is close to expiration
  - c) Notice for those who are about to be dropped from the mailing list due to lapsed dues.
- 3) General Membership emails
  - a) Newsletter
  - b) upcoming all-member events (annual meeting)
- 4) Easy to import data from Memberplanet Excel database.