

Minutes of the Federation Meeting Saturday, March 7, 2015 at the Camellia Festival, Sacramento, California

In attendance:

Memo Keswick (President)
Loui Tucker (Secretary)
Sabine Zappe (Treasurer)
Joe Croco (Archives)
Lucy Chang (Past President)
Laura Douglass (Finance)
Denise Heenan (Institutes)
Marija Hillis (Promotion)

Connie Hull (Scholarship)
Bill Lidicker (Parliamentarian)

Federation Members

Cynthia Lambert
Louise Lidicker

President Memo Keswick presided and called the meeting to order at 10:40 AM. A quorum was not present at that time, but the meeting was begun with informational items only. Denise Heenan and Connie Hull arrived later at which point we had a quorum and voting could take place.

Agenda

Lucy asked to have an agenda item added to discuss the need for a new chair of the New Dancers Festival.

Approval of the Minutes

Minutes of the last meeting held on February 8, 2015, were provided in advance. The minutes provided included corrections submitted from various board members before the meeting. Because time was limited, the Minutes were not read. Absent a quorum, the minutes were not approved at that time.

Following the subsequent arrival of Connie Hull and Denise Heenan, a motion was made by Bill Lidicker and seconded by Lucy Chang to approve the minutes of the February 8, 2015, meeting. The motion passed and the minutes will be posted on the website.

President's Report

Memo reminded everyone again that the election of Federation officers is to take place at the General Assembly scheduled for Sunday, April 26, 2015.

Memo presented an update on his Video Challenge Project. He has now issued a video challenge to Claude and Susan Akana to produce a video of Roberto Bagnoli's Gras Kalo Kolo, and they have accepted the challenge.

Loui mentioned that she has made two informal challenges, one to the Palomanians to video a Scottish or English set dance and another to Bruce Mitchell's group to do one of their favorite vintage couple dance. The details have not been finalized.

Joe Croco said he issued a challenge to Laura Douglass to prepare a video of Dobrudzanska Reka. Although Yves Moreau's has made a video, it has not been posted publically on-line. Laura Douglass could not find anything on youtube that was accurate, so she has agreed to work on this.

Loui was instructed to post both Gras Kalo Kolo and Dobrudzanska Reka as "Challenge Accepted" on the Federation website and also prepare an article for *Let's Dance!* magazine of other dances in the process.

Memo asked Bill Lidicker to report on the progress of the Berkeley Folk Dancers' informal search for a venue for Statewide 2016. Bill said that, after viewing many possible venues, a \$250 refundable deposit was made on the Veterans Memorial Hall at 1325 Portland Avenue in Albany for Memorial Day Weekend, May 27-29, 2016. The Berkeley Folk Dancers has a group of eight people committed to working on this event, although no official committee has been formed and there is no chair for that committee.

Bill reported that they have booked 34 hours of custodial time (includes set-up and take-down) at \$29 per hour, and 29 hours of event time (when dancers are present) at \$90 per hour, for a total of \$3836 for the weekend. The \$3836 includes the refundable deposit.

The contract will allow access to the main auditorium (3500 square feet) plus the stage, the adjacent banquet room, and the kitchen. The Hall's manager will need a Statement of Insurance, which Ken Kaye can supply.

Per City ordinance, no alcohol is permitted and no music can be played after 10:00 PM. However, this time limit does not preclude having, for example, an ice cream social that could continue while the hall is being cleaned, decorations are taken down, equipment is put away, etc.

There was a discussion about whether the person who becomes the Chair of the BFD Statewide Committee was required to be the Chair of the Federation's Statewide Committee. It was pointed out that the

Federation bylaws now permit the existence of a deputy chair. Bill will update the Board regarding who be the Chair of the Statewide Committee and, if appropriate, who will be the deputy chair.

The Board thanked the Berkeley Folk Dancers for the excellent groundwork that had been done and asked that Bill convey the Board's appreciation.

Treasurer's Report (Sabine Zappe present; written report provided)

Less than a month has passed since the last report, so there is not much in the way of changes. Membership money has come in along with a few small donations, and another issue of *Let's Dance!* magazine was paid for.

Lucy reported that PayPal recently charged her \$1 to use PayPal. After some discussion, it was felt that this is not something that the Federation was causing and she should check with PayPal to determine why she was assessed the extra dollar.

Sabine presented a written proposal to add a handling fee to cover what PayPal deducts from payments via the Federation's website. Currently when a member pays \$35 for an individual membership via PayPal, \$1.07 is deducted. If someone pays for a family membership, \$1.29 is deducted. If a non-member individual or organization uses PayPal to pay \$100 for advertising in *Let's Dance!* magazine, \$3.50 is deducted.

Sabine prepared this proposal following her analysis of the PayPal reports and her determination that PayPal charged the Federation just over \$120 in fees so far this fiscal year. This is equivalent to over three \$35 individual memberships. Sabine proposed that a handling fee of \$1.50 be added to each PayPal transaction. It was noted that 'shipping and handling' can be added by a seller and PayPal does not include those charges when calculating what they charge. If members don't want to pay the extra \$1.50, they have the option of writing a check and then paying for the postage and an envelope to mail the check to the Treasurer.

Laura Douglas moved and Joe Croco seconded that the Federation add a \$1.50 handling fee to all PayPal transactions, beginning June 1. The motion passed.

Loui was instructed to change the Payments web page to reflect this change and to prepare something that will appear in *Let's Dance!* as soon as possible so that members are made aware. Loui will also contact Alicia LaFetra and work out the best way to handle this on the renewal forms that are sent to current members.

Fund-raising Report (Loui Tucker present, written report provided)

Totebags income is still trickling in. Any totebags sold now go toward profit, less sales tax that will need to be paid. There was a discussion about a new t-shirt design at the last Board meeting and the subject was brought up again at this meeting. Loui is unwilling to work on the design of a new t-shirt herself, but she will put something in a *Let's Dance!* article soliciting ideas, slogans, and design ideas for a t-shirt.

While not a specific fund-raising project, Loui then showed the Board members a nearly completed Google map with 'pins' on the location of Federation dance classes and clubs. Clicking on the pin displays information about the club such as the date, time, and location of the classes, the price, contact information, phone numbers and a website. Red pins are for general international dance classes and the yellow pins are for specialized dance classes such as Hungarian, Scandinavian, Israeli, etc. Some of the specialized clubs have provided very little in the way of information beyond a contact name and email. Loui plans to contact them in the next month to request additional information so the map has value for them and for the Federation.

Loui felt that if non-member dance classes knew this map was available on the Federation website, they might be encouraged to become Federation members so their class could be included on the map.

Loui also explained that she had the idea for this map for over a year, but she had been unable to find the time to input the data to create the map. She asked Rebecca Tsai, a local dancer, who agreed to do the work and Rebecca spent many hours over the last month.

The Board expressed its thanks to Rebecca. Laura moved and Bill seconded that (1) Memo write Rebecca a formal letter thanking her for her work and (2) when the map is finalized and embedded in the Federation website that Rebecca's work be acknowledged. The motion passed.

Loui will also write an article for *Let's Dance!* when the map is ready for its debut and thank Rebecca at that time as well.

Loui was also requested to provide options at the next Board meeting for the possible inclusion of non-Federation clubs and classes on this map.

Finance (Laura Douglass present; written draft budget provided)

Laura presented the draft budget for 2015-2016. This was created primarily by reviewing budgets and income and expense reports for the past two years and coming up with numbers that she thought would work. As drafted, Laura's budget is out of balance by \$1000.

There was a discussion about the \$100 budgeted for the President's Cup. It was decided that Laura should contact Kevin, the candidate for Federation President, to see if he would like this \$100 to remain in the budget.

The Archives Committee has been given a large increase to cover the cost of digitizing. It was noted that this is a one-time expense. The Archives Committee is also actively selling some valuable items, and that income (currently accounted for in the budget as a donation) would justify the increase in the budget.

There was a discussion about the difference between fundraising income and donations and how this might better be described in both the budget and the Treasurer's income and expense reports.

It was noted that last year's budget called for \$500 income via donations, but we actually received \$1000.

Lucy suggested decreasing the budget for the New Dancers Festivals to \$500 and increasing the Institute Committee's budget to \$500.

Laura will work with the budget over the next six weeks and prepare a budget for presentation at the April 26 General Assembly. Input from committee members is encouraged.

Past President (Lucy Chang present; no written report provided)

Lucy has focused on New Dancers Festivals for four years. She would like someone else to take over this job. Denise suggested the next Past President should take over this position, which would be Memo. Lucy and Memo agreed that they will discuss this possibility.

Vice President (Kevin Greek not present; written report provided)

Kevin's report shows the 20 groups that will be participating in the Bay Area Dance Week project that Kevin is managing. Marija reported that the Promotions Fund Committee members agreed to use Promotion Funds to reimburse Kevin for the \$12 fee he has paid for the various groups to participate in this project.

Insurance Report (Ken Kaye absent; no written report provided)

There were no changes from Ken's last report.

Membership Report (Alicia Lafetra absent; written report provided)

There has been an increase in the last month of 4 new members (three individuals and one family membership).

Institutes Committee (Denise Heenan present; no written report provided)

Denise had nothing specific to report, but Lucy will be taking over as chair of the Institutes Committee in June. Both Lucy and Denise commented that the Institute Committee will need new members, and both would really like to see better representation from other regions such as San Francisco, the Tri-Valley area, and Sacramento.

Promotions (Marija Hillis present; no written report provided)

Marija confirmed that the Promotions Committee approved the use of Promotion Funds to pay for the fees for clubs to participate in Bay Area Dance Week.

There has not been any follow-up by the person who approached Marija via email about obtaining a promotion grant. Marija still plans to develop an actual application form to be filled in instead of having questions that applicants have to answer via a letter.

Marija has written and submitted an article to *Let's Dance!* about what has been funded before.

Archives (Joe Croco present; no written report provided)

Joe reported that he met with Neil Moore and collected materials from him, including some interesting dance-related posters and some boxes of very early *Let's Dance!* magazines. Joe also met with Gail Barton who donated a good selection of LP and 45s.

Joe said that he found that comic book stores sell boxes specifically designed to store magazines that can be used for *Let's Dance!* magazines instead of the large bankers boxes they are in right now.

The Archives Committee members will be meeting at the storage unit on Sunday, March 15, to hopefully conclude the review of the items currently in storage, at which point it may be possible to move the items into a smaller, less expensive storage unit.

Loui reported that, as of that week, 592 back issues of *Let's Dance!* have been digitized and are posted on the Federation's website. There are a lot of issues from the 1960s that are available but need to be scanned as well as others that need to be retrieved from the Archives.

It was suggested that Loui contact Gary to get PDF versions of the latest issues he has produced instead of having to scan hard copy.

Next Board Meeting

The next Board meeting will be at 10:00 AM on Sunday, April 26, prior to at the San Francisco City College New Dancers Festival and Blossom Festival. Bill reminded everyone that this is a General Assembly and needs to be announced repeatedly as such so that there will be a quorum. An announcement will appear in the April issue of *Let's Dance!* with this reminder.

Bill made a motion to adjourn which Lucy seconded. The motion passed. The meeting was adjourned at 12:15 PM.