

**Minutes of the Federation Meeting
June 4, 2011 at the home of
Federation President, Lucy Chang**

Attendance:

Lucy Chang (President)	Susan Gregory (Board member)
Denise Heenan (Vice President)	Ken Kaye (Board member)
Sabine Zappe (Treasurer)	Louise Lidicker (Board member)
Loui Tucker (Secretary)	Bill Lidicker (Board member)
Gary Anderson (Board member)	Nancy Kaye
Adony Beniares (Board member)	
Becky Beniares (Board member)	

The meeting was called to order at 5:15 PM

I. Statewide 2012 - Memorial Day weekend May 25-28, 2012

1. There was an initial discussion about whether we should pick the chairperson first or a venue first.
2. San Jose's Del Mar High School was one possibility described by Loui, but she said she cannot not act as chair.
 - a. Lots of free parking; nobody nearby to complain about late-night noise
 - b. Two gymnasiums (smaller one could be used as a kafana)
 - c. Place to provide food/snacks, though not a full kitchen
 - d. Easy of access from San Jose Airport
 - e. Several shopping centers and hotels nearby
 - f. Price is reasonable
 - g. Venue is close to the large South Bay dancing population - 100+ dancers - and plenty of potential workers/volunteers.
3. The Veterans Hall in Petaluma was a possibility described by Gary Anderson, though he said he is still looking in the East Bay because he thinks Statewide should be in the East Bay this year if possible. The South Bay was the locale in 2004. In the meantime, Petaluma Veteran's facility is available.
 - a. Better than Sonoma in terms of accessibility.
 - b. The facility is huge. The dining room has tile floor but it could be used for a kafana.
 - c. It has kitchen.
 - d. Rates are reasonable. \$52 an hour for non-profit; kitchen is an extra \$50.
 - e. Huge parking lot and it's next door to a bowling alley, so dancing until 1:00 AM is no problem.
 - f. Housing/hotels would be cheaper than the Sonoma site (2010).
 - g. There is a reader board out front that could use for a message up to two weeks before the event.
 - h. The venue is close to Kopachka's, Santa Rosa, Petaluma, Snap Y dancers in Petaluma, and groups in Point Reyes. Albany Y would come over; Berkeley is 40 minutes away.
4. There was a discussion about where dancers from Southern California and/or the Central Valley would prefer to go? San Jose is two hours closer if you drive up from S. Cal, also closer if you fly and plan to drive from San Francisco or Oakland to the Petaluma hall. For Sacramento and eastward, it is probably about the same.
5. There was a discussion about other possible venues. Gary has looked at the Veterans Memorial Halls in East Bay. The one in Pleasanton is too small. The one in Lafayette rents out their hall every Sunday for a church service, so that is not even a possibility.

- Other venues were mentioned: Notre Dame facility in Belmont (described by Denise); the Oakland Auditorium, the Hayward Veteran's Hall, San Jose's Civic Auditorium
6. Names of people who could serve as chair of the committee were proposed.
 - a. Walter Lang would be good if we could find a venue in the East Bay
 - b. Carol Friedman would be a good choice if the venue is in North Bay
 - c. Alan Rothchild might be interested if it were held in the South Bay
 - d. Denise mentioned she and Ellie Weiner discussed Statewide 2012 teachers and possible venues (Los Gatos High School was a possibility) on their way back from Statewide 2011. Perhaps Ellie would be willing to be a chair of a committee for the South Bay.

The subject was tabled while contact was made with Ellie Wiener and Alan Rothchild to discuss their willingness to chair the Statewide Committee.

II. Proposal for New Insurance

1. Ken Kaye, the new chair of the Insurance Committee first discussed his background in the insurance industry. He approached a local insurance service (Lovering Insurance Services) because they specialize in insurance for non-profits. He solicited several quotations from two agencies. Ken then reviewed the coverage that was quoted and described each type of coverage. (See attachment) Highlights include:
 - a. We have to have general liability and each club/group would be covered. The \$10,000 medical pay includes a waiver of a claimant's right to sue. This is really only used if person does not have medical insurance, because other would be reluctant to give up the right to sue.
 - b. The 1261 figure on which the premiums are based is a fair number and is the number Elsa Bacher used in 2011 to fund the policy. The good news is that this policy is not subject to audit so if we are over or under a bit it won't matter.
 - c. Ken is not recommending the umbrella policy although it is cheap and provides a lot of coverage. The downside is it has high deductible.
 - d. Ken gave some examples of how business auto insurance could be used. He said it was better to simply avoid volunteering information about the Federation if you cause an accident while driving to or from Federation business.
 - e. Ken possibility versus probability and how this applies to decisions about insurance.
 - f. Lucy made the initial inquiry about Directors & Officers Liability insurance. Ken explained that non-profits can buy and use it for directors and officers, but this type of insurance coverage is designed for "for-profit" companies. The possibility that someone will sue the directors or officers is miniscule/remote and is for poor fiscal decisions (purchasing stock with Federation funds), not badly managed dance festivals.
 - g. The combined premiums for General Liability and Accident/Medical is significantly less than the premiums paid under the old insurance through the United Square Dancers Association. This saving is achieved primarily because it will be our own insurance policy (eliminates overhead), not a case of the Federation buying into another organizations insurance.
2. Ken explained that another reason for switching to our own insurance is to eliminate paperwork. He explained the "four-tier" system that will not require the clubs to submit a roster with a specific number of club members.
3. Loui explained the insurance provided by the National Folk Organization (NFO), which is only the General Liability (with the same \$10,000 medical payment). This could be a

significant problem if someone fell and broke a wrist, for example. The medical bill for a friend of hers was \$70,000+ for a broken wrist. If we had only the General Liability policy, it would not cover a broken wrist.

4. Several people mentioned recent accidents: one at the Heritage Festival when someone was sweeping the floors; another trip-and-fall during a Wednesday night dance. Loui fell while dancing a hambo at Statewide 2011 but was not hurt (but what if she'd broken a wrist!).
5. The other quote was from the company that provides the NFO insurance and it was higher than the one provided by Lovering Insurance Services.
6. Ken's recommendation was that the Federation pay for the two big policies for a year, and then evaluate in a year and possibly add other coverage. Some Board members expressed an interest in adding the Directors & Officers insurance since it is only \$600+ per year.
7. Ken explained the quote cannot be held forever and he's already gotten one extension. He would like to be able to call them on Monday and lock in the policy to start July 1.
8. There was a brief discussion of whether we could vote. It was determined that we could. The motion to purchase the General Liability and Accident/Medical insurance for one year was made by Louise Lidicker, seconded by Becky Beniares. The motion passed with 10 affirmative votes.
9. There was then a discussion of the mechanics of managing the change-over.
 - a. Loui said she thought there was approximately \$4900 in the insurance account. There was then a discussion about what these funds represented. No one believed there was initial seed money to create the insurance account; it was believed that the funds in the account represent fees paid by clubs for insurance. The Federation making a 'profit' on insurance an issue; as a non-profit, we cannot make money this way.
 - b. Loui will email Elsa that we are closing the account she has maintained at Wells Fargo. These funds will be transferred to Chase where the other Federation accounts are held and used to pay the first year's premium on the policies.
 - c. The old insurance policy will need to be cancelled as of July 1 and there will be some refund coming. It will be a major headache to figure out which clubs get how much money refunded. Why ask for a premium and then refund part of it?
 - d. Adony made a motion that the Federation arrange to pay for the first year of insurance out of existing funds in the insurance account, plus whatever the refund turns out to be. Becky seconded the motion. There was discussion about how this would work, how it would be explained to the clubs, whether there should be a *Let's Dance!* article for all to read, etc. Ken will prepare a letter, to be reviewed by Loui and Lucy, that will go to the club contact person, and be used as an informational article in *Let's Dance!*
 - e. Loui will contact the Healdsburg Tango Association, which just joined the Federation, to see if they are already insured or want to participate in our insurance program. All clubs will need to be insured either by us or by another insurance program.
 - f. Ken will also discuss with the Lovering Insurance Services personnel how to handle clubs that join or drop mid-year.

Statewide 2012 - Return to Tabled Subject

1. Contact was made with Ellie Wiener and the idea of chairing the Statewide 2012 Committee was discussed. She agreed to be a co-chair of the Statewide 2012 Committee along with Loui and Sabine.

2. They will look at the Del Mar High School facility and the Los Gatos High School, in addition to other venues in the South Bay

III. Re-Alignment of committees and job descriptions. (See attachment.)

1. There was a discussion about Federation committees:
 - a. There are committees that are and have been inactive such as the Costume Committee.
 - b. There are committees that might be best combined so that one person can do both jobs. For example, can Promotion can be joined to Scholarship? Can Chair positions manage several sub-chairs? Would the Federation bylaws needs to be revised? Chairs are on the Board, but we have no provision for subchairs to be on the Board.
 - c. There is a certain logic to joining some committees but there were two concerns:
 1. If we have an ineffective chair, as has happened in the past, then all the subcommittees and subchair under that person would be ineffective as well.
 2. We need to involve MORE people in the business of the Federation, not fewer.
 - d. We could try some sort of informal re-arrangement on a temporary basis, see how it works, and, if does work, make the re-arrangement formal by revising the bylaws.
 - e. It was decided that Adony will work on possible re-arrangements or re-alignments of the existing committees and make those available for Board review.
 - f. With respect to the Nominating Committee, t was noted that the Federation website shows the Nominating Committee becoming active in the summer of 2012 and it should be 2011. Loui will correct this. Denise Heenan is in her second year as vice president and she cannot run again. Secretary and Treasurer positions can be held indefinitely, but the person holding the position needs to be asked if they want to run for the position again. Lucy Chang can run for Federation President for a second year.
 - g. It was suggested that Robert Null might be interested in joining the Board as chair of the Promotions Committee. We are looking for some representation on the Board from the Sacramento, Sierra Foothills or Central Valley, and Robert is involved in the Sacramento Council. Lucy will contact him.

IV. Officer's Ball

It was generally agreed that the President's Ball held last December was a good idea but should be reworked as an "Officer's Ball" and held some time in the fall. The on-site dinner would probably not be repeated unless a much cheaper way of providing the food could be found.

Several halls were discussed:

- a. The Lafayette Veterans hall is probably too expensive.
- b. The Menlo Park Recreation Center has awful acoustics issues and until those are resolved we would not want to use that facility.
- c. Live Oaks Park where the Festival of the Oaks is held has some parking problems.
- d. San Francisco City College is nice but will be used for Kolo Festival the last weekend in November - probably too close time-wise.
- e. The hall used for the Balkan Plus party could be used. They charge a reasonable \$325 for a 4-hour party and may have a day rate. If it were to be held on a Sunday, parking is free
- f. Would the hall Loui uses for her Thursday class be available. She will have to check.

Dates were discussed. We want to avoid conflict with Camp Hess Kramer in October, North/South in October, Marcel's Monthly Parties and any Peninsula Parties. November 12 was on Lucy's calendar as a good date, no conflicts. The first weekend in October (the 1st) appears to be available.

It was decided that Loui will contact the hall used for the President's Ball last year and see if those dates are available. She will also contact St. Michael's Church that she uses for her Thursday class to see if it is available. Gary will contact the Masonic Lodge in San Rafael about availability.

V. Gift for Elsa Bacher

Several ideas were floated - a tree, a plaque or framed Certificate of Appreciation, a lifetime Federation membership. Lucy will contact Susan Gregory about designing a Certificate and it was agreed that a lifetime membership in the Federation would be granted.

VI. Updated Stationery

Lucy unveiled her proposed new stationery that she created after looking at prior years. She added mention of the website and the fact we're a non-profit organization. Lucy will send a copy of what she has developed so that officers can use it when necessary.

Lucy also plans to develop some smaller note cards so that she and/or the Membership Chair can thank you notes and welcome notes. It was pointed out by Loui and Bill (both past-presidents) that they traditionally sent the welcome notes and felt it should continue to be done by the Federation President. Loui agreed to send Lucy the text of the email letter she used.

It was felt that time did permit the discussion of the remaining items on the agenda and they will be taken up at a later time.