

04-11-21 Eugene Folklore Society Board Meeting Minutes

Action items are in bold. Board motions and decisions are underlined. Corrections with meaningful changes to the draft are in blue.

Attending on Zoom were Kris Topaz (president), Bob Fraley, Larry Hill (treasurer), Mark Cashion (secretary), Jacque Klas and David Erickson. Sue Goldish attended for a time.

We convened the meeting at 6:02pm.

The May Board meeting on Zoom is already set for May 8th at 6pm. The June meeting will be on June 13th at 6pm. Place of the June meeting is to be determined later.

Sue Goldish is on a committee at WOW Hall to reorganize and determine how to proceed. They might do daytime programming as well as night, outdoors at first. EFS could offer dance workshops, concerts, music workshops for contra music, even a folk festival, or dance demonstrations of various types. The Morris team has considered it for practices. Youth square dances might work there too.

Financial Report

We paid Bekki \$800 for website development, spent \$110 on postage for ballots, net for the last month is -\$919, and have spent \$973 overall for the website so far.

Kris moved, Larry seconded to approve the March Board meeting minutes, and it passed.

Restarting Contra Dances

Bob moved that we arrange talent for contra dances starting in September, using local talent, contingent on Oregon safety standards. We have to meet state requirements for Covid19 safety. We don't know that it will work or be safe, and we will cancel dances as necessary. **Bob will talk to Village School about our plans.** Mark seconded. It passed.

Board Election

Larry sent the candidates to Kay (in Boston), who will create the ballots, Larry will print them, send them and the mailing labels for members to Rich, then Rich will stuff and mail them, at least 3 1/2 weeks before the election meeting May 16th. Larry will deliver voted ballots to Rich for counting them.

Summer Party

Ken Meyer wants to host a late summer party. We could do a BYO picnic with social distancing. Jacque will contact Ken. We will need to establish safety rules, and have people RSVP to have limits. Kris moved and Larry seconded to encourage Ken to plan for a late August BYO picnic with a written safety plan to be approved by the Board.

Website

Bob moved and Larry seconded that we go live right away, eliminating the current site. It passed. Testing is as complete as needed for now, since we are not registering for camp this year. There are still some bugs that we can work out in time. There may be some dead time. Bekki will be the expert on the transition.

We need volunteers who are then trained to manage the website updates in these categories, and we need job descriptions for each:

1. Secretary -- adds meeting minutes to website
2. Cascade Contras registration coordinator
3. Membership Coordinator -- manage the list of members, renewals, monitor renewals, and manage the dance desk membership process.
4. Volunteer coordinator -- track and assign volunteers, avoid lost volunteers
5. Webmaster(s) -- knows Wordpress or can learn, and train others, oversees all roles and processes on the website, and does updates. We want two people to share the job.
6. Photo librarian, to add, curate and update photos and videos on the site.

Job descriptions

Larry will work on the membership job description.

Bob will write the webmaster job description.

Kris will write the potluck coordinator, volunteer coordinator, and publicity coordinator job descriptions.

Social Media

We have a facebook page for EFS, a group for Eugene Contra, and a group for Morris, the three f's on the header of the website now. Larry wrote a [comprehensive summary](#) of the social media presences for EFS. All of this is very important for our publicity.

The pages are for Cascade Contras. There is no link currently to the Eugene Contra dancers

Facebook group.

News

We don't have a newsletter but we have website tools that we can use to post news articles and items that we should use regularly in place of a newsletter.

Kris will have a draft safe dancer policy for discussion at the next meeting. She asked and got permission to modify for our use the safe dancer/code of conduct from BACDS and PCDC.

Rich will tell Kris when ballots are mailed, then Kris will email the members about the annual meeting with the Zoom link and remind them to mail their ballots. We can tell them we will announce plans for restarting dances safely and discuss it with them at the annual meeting.

We adjourned at 7:44pm.

Submitted by Mark Cashion 4-13-21 at 10:30am. Approved 5-16-21 by Board.