

# Cincinnati Contra Dancers

## Board Meeting

November 28,2000

### Members Present:

Dianne Frick , Steve Tossey , Jim Vogt, Lucy Crane, John Brockman , John McCain, Bill Pope, Karen Keeton , Debbie Barrett, Larry Lankford , Eileen Bens

1. John Brockman passed out a copy of the Bylaws, which were developed on 12 -02-99 and subsequently approved of by the Cincinnati Contra Dancers. Leaders have been elected from the membership. The meeting tonight is for the elected leaders to delegate the offices of Facilitator, Co-Facilitator, Secretary, Treasurer and At -Large. The Board meeting of the Cincinnati Contra Dancers is open to all members and members may vote upon all issues at the meetings.

### 2. Delegation of Offices:

Facilitator	Lucy Crane
Co-Facilitator	Karen Keeton
Treasurer	John McCain
Secretary	Eileen Bens
At-Large	Larry Lankford
At-Large	Jim Vogt
Membership	John Brockman

### 3. Phone List

The Phone list is usually printed out twice a year and is provided as a service to the members. It is not to be given out for solicitation purposes. A separate list is maintained for membership to the group, mailings and Pigtown Fling mailings. Members may request to not be placed on the phone list, only the mailing list. The most recent list did not include addresses, due to increased membership and lack of space to print. The question of when to remove a member from the phone/ mailing/ pigtown lists is difficult as people come and go from the group rather sporadically. It was decided to:

1. Print out a new list with Name, Address and Phone Numbers (home & work) now
2. Update the list annually in May/June. The group can go through the lists individually and remove names as we are aware of changes.
3. Members are requested to update addresses and changes on the forms provided in the back of the dance hall.

### 4. Saturday Night Monthly Dances

For those individuals wishing to sponsor a Monthly Dance, this is our policy:

1. Requires Pre -approval of a majority of the Committee Members.
2. We would recommend contacting a Leader as soon as possible for any arrangements. Any leader can be contacted.
3. The Hall (at Annunciation) will stay the same.
4. Any Caller/Band already contracted with will remain the same.

### 5. Chain of Command for the Leaders

Any Leader can be contacted. Leaders may make decisions and are expected to discuss/inform the membership of any decision or change to be made.

Any issue can be put on the agenda – make arrangements with the Facilitator, or any committee Leader.

### 6. Crew Boss



Crew Bosses are reminded to give out the \$4.00 free Monday Night pass for anyone who assists in cleaning up the hall at the end of the evening. This will hopefully encourage participation in clean -up.

## 7. Sound

1. The committee will investigate the possibility of hiring someone to do sound for the Saturday Night Monthly dances. We will set up and take down the equipment. The expectation is for this person to work the sound board and take care of any problems of sound that arise through the evening.
2. Karen will contact Harwood Gordon and see if he knows of someone who will do this.
3. Lucy will contact CCM for any student contacts.
4. Bob Frankenhoff would be of assistance in helping to interview, hire and train someone.
5. Lucy Crane and John McCain will re -discuss once this information has been collected.
6. John McCain will try to rent a Sound Analyzer for the hall and will contact Jim Hunt to see if this can be done.
7. Equipment: John McCain proposed buying some new equipment: anti -feedback microphones and some music stands. All members approved.

## 8. Treasurer report – John McCain

There is about \$12,000 in the account at the present time. John proposes putting about half of this in Certificate of Deposits of varying length (6, 9, 12 month CDs)

Members unanimously approved of this. John will make arrangements.

## 9. Volunteer Schedule

1. Steve Tossey has been arranging schedule for several years and is officially resigning this position.
2. Karen Keeton volunteered schedule the volunteers. Steve will provide information and training regarding the rotation of the volunteers and bands for Monday Night dances
3. Coordinator of each area will include:
  1. Crew Boss – Lucy Crane
  2. Treasurers/Money Counters – John McCain
  3. Sound – Open (will ask Bob Frankenhoff)
  4. Callers – Open (Bill Pope will consider position)
  5. Band – Open
4. Schedule – Recommend posting enlarged schedule on the Bulletin Board at Dance. This will provide a place for people to post any schedule changes as well as serve as a reminder for people to be present for what they volunteered for.

## 10. Basement at Annunciation Church

1. Larry Lankford has received a concern from someone who has noticed that parents not permitted to let the children be unsupervised in the basement, as we don 't officially have permission to use the basement, and yet some children are allowed to play and the group holds meetings in the basement.
2. Steve Tossey will discuss the Father Klug the possibility of using the basement of the hall for specific quiet activities, namely meetings and supervised children.
3. Families are encouraged to bring children to the Contra Dance, although they must remain supervised if not dancing, or upstairs in the hall with the dancer parent. Larry Lankford developed and posted a policy for children, which is posted on the Bulletin Board.
4. There is to be no smoking on Church grounds. Please remind attendees at the Dance.

## 11. Annunciation Church

Steve Tossey would like to resign as the contact with Father Klug. Jim Vogt volunteered himself and his wife, Susan, to be the new contact. Steve will arrange an introduction with Father Klug.

## 12. Olde Time Music Festival

Larry Lankford was contacted by Ed of the Open Band regarding this festival. Ed was contacted by this Festival last year to play and bring Contra Dancers for a demonstration. This was very successful and he has been contacted again this year for another performance. Ed would like to know if we would like to offer this opportunity to another local band. The group unanimously felt that since Ed, himself was personally contacted both times, not the Cincinnati Contra Dancers, that Ed can make that decision. (Other local bands have expressed some displeasure that the Open Band was chosen for this demonstration. The Cincinnati Contra Dancers were not contacted to provide any music or dancers and therefore did not make this decision. Ed was contacted and he recruited dancers for a demonstration.)

13. New Year's Eve Dance

1. There will be an Open Stage for bands
2. Larry Lankford and Dianne Frick will coordinate the Pot -luck and provide for plates, cups, etc.
3. Lucy will make a Flyer ----- Fancy/Funky dress will be encouraged
4. Caller Coordinator – Bill Pope will consider coordinating the callers
5. Band Coordinator – Lucy will ask John Bealle to coordinate the bands
6. Sound – John McCain
7. Decorations – Lucy will recruit volunteers
8. Crew boss – Debbie Barrett
9. Potluck from 6:30pm – 8:00pm, Desserts will be available till the break and will then be cleaned up (Dancing after the break will not begin until after the basement has been cleaned up.)
10. Dance 8:00pm – 1:00am

14. Holidays and Monday Night Dance

As Christmas and New Years both fall on Mondays this year. We will not dance on Christmas. We will have a dance on New Year 's Day.

15. Web Page

1. John Brockman has been designing and maintaining the web page. After investigating further, he has determined that it will cost approximately \$75.00/year to maintain a web page with an address for the Cincinnati Contra Dancers.
2. All members present voted for John to pursue this course. There will be no advertising on the site.
3. The address will be [www.CincinnatiContraDance.org](http://www.CincinnatiContraDance.org).

16. Name Tags

Jim Vogt proposed to encourage members to wear name tags. Larry Lankford and Jim Vogt will investigate possibilities for nametags. (Nametags cannot be sticky tape as they fall off and stick to the floor, making them difficult to remove during clean -up.)

17. Next Meeting – 6 months (May 2001)

Other meetings may be called by any Leader/Member as the need arises. Minutes to be available for all members.