

Facilitator: Debbie Barrett

Note taker: Christie Armstrong

1. Executive Board
  - a. Facilitator: Debbie Barrett
  - b. Treasurer: Frank Buschelman
  - c. Co-facilitator: Darlene Underwood
  - d. Secretary: Christie Armstrong
  - e. Members at Large: Charlie Wallner, Larry Lankford
2. Present:
  - a. Bob Frankenhoff, Larry Lankford, John McCain, Debbie Barrett, Mary Rekers, Chuck Reidmiller, Frank Buschelman, Liz Burkhart, John Bealle, Charles Wallner, Patricia Gorman, Josh Telescan, Candace Telescan, Darlene Underwood, Lynn Ross
3. Report from Sound team
  - a. Proposals were sent via e-mail
  - b. Mary talked with Milan who said the WFAC is putting up decorative sconces in the proposed mounting spots on the wall. He suggests going for the hard wiring.
    - i. As you know we (the WFAC) are in an 18-month journey to make ADA improvements to the building. WFAC will be fund raising and applying for grants over next 18 months. The goal is in the range of \$400,000. As far as WFAC use of the sound equipment, what access would we be granted? If WFAC can cover costs for the 5k, this amount could be contributed now by the WFAC and write in a line to one of the grants.
  - c. The sound crew's proposal includes a high-end digital board for the contra group and a simpler digital board for the other groups; WFAC, Flying Cloud, weddings, etc.
  - d. Others who would be using it in the center – do they need more than 8 channels?
    - i. Mary will check.
  - e. Should we allow a wedding party to use the system?
    - i. DJs, could blow the speakers. They may only need 2 channels.
    - ii. Bob F: The speakers we're proposing have protection so it's hard to blow them.
    - iii. Larry: In his communication with WFAC, there was talk about eliminating large storage. Contra will still have a lot of equipment to store. We still need same amount of storage.
      1. We propose we install a built-in speaker system with a digital mixer and iPad that contra dancers will use. Mary said WFAC understands they will still have to drag wires around for their use.
    - iv. Charles: We want to be sure we have a period of time guaranteed usage of the hall and/or compensation for the equipment if we are asked to leave.
    - v. Larry: Not all equipment will be for others to use. Digital mixer, monitor speakers, are exclusive for contra use
      1. What will be available for others to use are the first two items on the list: 2 pair of speakers and 4 speaker mounts.
      2. Question was asked, What if their (other groups) mixer only has 2 channels. Answer: they will need adapters
      3. Mary: Milan wants it to be so simple that you can just plug into it. We will add a simple 8-channel analogue mixer and provide step-by-step simple instructions of the process (Christie will observe the operation and write the procedures).
      4. Bonnie, representing Flying Cloud: The Flying Cloud has 2 wireless microphones and headsets.
        - a. John McCain says the Flying Cloud can still use their equipment with the new 8-channel analogue mixer or an old mixer that they already have.

5. Mary asked that the additional 8-channel simple mixer (couple hundred dollars) be added to the equipment list proposal.
6. Live music for the Flying Cloud balls, what do bands plug into? (Bonnie will check)
- f. Charles asked for a letter from WFAC that demonstrates their support of historic and traditional dance to protect the equipment.
- g. John B. We need several storage spaces - one for exclusive groups and one for all to share.
  - i. Mary suggested not storing equipment backstage. They would provide a place in the basement or up off the masonic. In that case, we would have to carry equipment up or down steps.
  - ii. John McCain asks that all contra sound equipment be stored at the stage, if we can stay within the already occupied spaces.
  - iii. Is there any planned re-design of backstage? Mary doesn't know.
  - iv. Liz asked about building a loft in the back wings to store our equipment that is used weekly – like sound barrier; quilt. Mary will check if this is feasible.
  - v. The current banquet tables are so heavy and dangerous to work around. There was discussion to replace the heavy tables with lighter weight tables
  - vi. John McCain – currently timpani on one side – and locked cabinet on other – who owns that? Lamps, etc., Mary will check who owns those.
  - vii. John B suggested storage below the stage? Mary says there are pipes below the stage related to boiler. John B suggested a storage cabinet or trunk-shaped thing to put where chairs are that could be used for seating.
  - viii. Bonnie questioned: with this being an historical building, are there codes to adhere to for historical preservation? Answer: Mary said they are very concerned to not do anything else to the building that will jeopardize its historical features. The WFAC Board President, Bobbie McTurner, will be carefully reviewing everything we do.
- h. Someone asked Frank, do we currently have \$5,000 to put toward sound? Frank – yes, we do.
- i. Deb asked: who will generate the proposal?
  - i. Larry and Bob F. will work on the Sound part of the proposal – where speakers will be mounted, what equipment, etc.
  - ii. Chuck and Mary will work on a simple, initial proposal to present to the WFAC board – 4 paragraphs at the most.
  - iii. Need a more detailed proposal to the WFAC board – there will be a separate agreement
    1. Insuring that we get to stay here for a specified number of years.
    2. Chuck said there needs to be some explanation of other groups' usage of equipment in this detailed proposal.
  - iv. Part of the agreement needs to include who is responsible for any damage to equipment.
    1. Need guidelines regarding what is expected for usage.
  - v. Liz: Do we need to buy insurance?
    1. Liability – blanket agreement if broken they are liable – if WFAC does anything that breaks the system, have each user sign an agreement. Could lay a deposit on usage.
  - vi. Christie asked, “what if we arrive on a Monday and it's broken? We don't know who messed it up.”
  - vii. Bob Frankenhoff asked who determines who fixes if broken – and how do we determine who broke it?
  - viii. Flying Cloud needs to provide their expectations.
    - ix. Larry reminded us that the general use equipment is just 4 speakers. (About \$2,100. + labor)
- j. Chuck – what is the minimum they (other groups) would need – a few mics, stands, mixer, cables.
  - i. What technical expertise do they need? Again, Christie will create SOPs for using it.
- k. Expected dollar amount is about \$6,000. + 15% = \$6,900.00.

- l. A motion by Larry to allocate \$6,900 total to buy new sound equipment including speakers to be mounted in the WFAC ballroom; assuming that the WFAC is going to pay for the hard-wiring and installation. Motion was seconded by John McCain. 10 in favor. No opposed. Motion passed.
    - i. Bonnie – Flying Cloud is interested in helping fund this. She will ask if they will contribute.
  - m. A motion by John McCain to allocate \$2,420.00 +15% overrun of the \$6,900.00 as an in-kind donation to the WFAC to buy new sound equipment including speakers to be mounted in the WFAC ballroom; assuming that the WFAC is going to pay for the hard-wiring and installation. Motion was seconded by Larry. 10 in favor. No opposed. Motion passed.
4. Plan for publicizing comments that followed the April 8 Member Meeting
- a. Follow-up comments – should they be put in the minutes?
    - i. Liz, doesn't think it is relevant for the board to publicize any comments made after the meeting.
    - ii. Anything that came afterwards can be brought in to the next meeting.
    - iii. A motion by Christie to not include in the minutes from that meeting any comments on the subject of the April 8 meeting that came in after the meeting and to not publicize those later comments in any form unless the board decides differently. Motion was seconded by Mary Rekers. All in favor. No opposed. Motion passed.
5. Review Facebook and best practices to review and delete comments posted.
- a. Our issues are being debated on another Facebook page. Charlie proposes that we allow a little more comment on our official Facebook page.
    - i. If someone is nasty, remove their comments.
  - b. The current policy for official Facebook page is to not talk about politics. If politics are posted on the site, friendly discussion is encouraged. The Facebook page states "Hot button topics, please take elsewhere". It doesn't say they are prohibited.
  - c. Liz will forward her comments to the note taker.
  - d. Charlie states we have put Liz in an unfair position
    - i. Board is making policy for rules on Facebook page
    - ii. Liz as administrator of Facebook page is representing the board
    - iii. We should allow educational commentary on Facebook page
  - e. Liz Burkhart –
    - i. Liz wrote the rule for the official Facebook page and ran it by three board members (one is still on board, two are not)
    - ii. Asks the current board to review the rule
      - 1. Charlie and Darlene are willing to be admin on Facebook page
      - 2. Larry wants to be removed from admin role on Facebook page
      - 3. Admin has most power and Moderator has less power
      - 4. Mary Rekers made a motion to form subcommittee which can be board members and non-board members and let them run the Facebook page. Motion was seconded by Charles Wallner. All in favor. No opposed. Motion passed.
      - 5. Who will be on the committee?
      - 6. What is the structure?
      - 7. Mary made a motion to let Charlie be head of committee. Darlene seconded motion. All in favor. No opposed. Motion passed.
        - a. Liz comment – can we see who wants to be on the committee;
          - i. Liz, Charlie, Darlene, Frank expressed interest to be on the committee.
6. Tabling June 24 meeting, sliding scale, and SaraLynne's proposal.
7. Additional proposals for the April 8 meeting topic can come in and be publicized