

Regular Board Meeting October 10, 2012  
5:30pm Pacific Time  
Call In Information:  
Toll-Free Dial-In Number: 1.800.977.8002  
Participant Conference Code: 189209#

Start the Recording

1. Call to Order

Chair Dave Pawson called the meeting to order at 5:32 PST

2. Roll

Present: Dave Pawson (chair), Kim Laird (Fest Director), Lloyd Timberlake, Nathan Wakefield, Thom Wall, Scott Krause, Sandy Brown (Recording Secretary), Mike Sullivan (Future Fest Director)

Absent: Erin Stephens, Martin Frost (Communications Director)

3. Approval of Agenda

Kim moved to approve the agenda for October 10, 2012.

Second by Lloyd

Discussion: none

Vote: Passed unanimously

Approval of Minutes:

Lloyd moves to table the September minutes at this time.

Second: Kim

Discussion: AGM Minutes are not yet available. September minutes are available in a shortened version at this time. Sandy will fill in the discussion areas this coming week and will send the Board the completed version. Kim will send the July audio recording to Sandy, who does not have them.

Vote: Passed unanimously

4. Reports

2013 Festival Planning (Kim Laird)

<https://docs.google.com/open?id=0B6ww3HhAi2CsTkjXdkFjYV83MjQ>

<https://docs.google.com/open?id=0B6ww3HhAi2CsZFZOeW5XaFNiaGM>

Kim is currently working on sponsorships. Headline act: Kim will hear from Florian of Pass the Shoe later this month. Keith Nelson will have a line-up ready for next month meeting. Matt has suggested Aaron Bates to Dave. Kim is half way through her to-do list for the festival.

As more info comes in, the printed fest cards can be revised to include Guest Artists, etc.

Past festival: Holly has not responded with the final numbers for Winston-Salem. It looks close to 'break-even'. Some on site registration forms are missing.

Future Festival Planning (Mike Sullivan)

<https://docs.google.com/file/d/0B6ww3HhAi2CsbfFPMnlxNzRKYk0/edit>

Purdue has a fairly high admin fee (\$26 per attendee). There should be no other nickel and dime costs passed on to the IJA. The fee is for lodging and food attendees. Another option is to bundle the cost into the IJA registration fee.

Vendor Discount Program (Dave Pawson)

[https://docs.google.com/document/d/1SHGk2ike3ezJoT5Xrj\\_HCXKja\\_MyRjRT4kpSzYsQ0C8/edit](https://docs.google.com/document/d/1SHGk2ike3ezJoT5Xrj_HCXKja_MyRjRT4kpSzYsQ0C8/edit)

<https://docs.google.com/document/d/1TAcWclmuxeSsmTyXAXvQqWXkN07CpsUXKfh0JZeaYP0/edit>  
Kim asks Dave to ask that the vendors to take some of the fest cards.

IJA Job Descriptions

Multiple people seem to remember Scott Krause volunteering to compile these job descriptions online. A job description of Communications Director is needed; also one for Store Manager and DVD Distributor. Chief Teller should report to the Board, not to the Chair. Further discussion followed regarding descriptions of certain jobs. Follow audio recording for this information.

Education (Erin Stephens)

<https://docs.google.com/document/d/1kiC4pQODAG1ohSWLQvSykNpBMMMeaob-yNcQNAF-P4/edit>

IRC Report (Erin Stephens)

Erin not present for meeting.

[https://docs.google.com/document/d/1paJnZ5y4i5c5Uwm\\_DNCyio5PfpWlqGc6t5vwJuwOZ6M/edit](https://docs.google.com/document/d/1paJnZ5y4i5c5Uwm_DNCyio5PfpWlqGc6t5vwJuwOZ6M/edit)

Website (Mike Sullivan)

I believe website progress is blocked until we reach iiwii. Jek Kelly will be in the loop with communications with iiwii.

Marketing (Thom Wall)

IJA photo booklets printed up and used in Portland. Other folks want their photos to be in the booklets. 4,000 fans now on the IJA Facebook page.

Membership (Marilyn Sullivan)

[https://docs.google.com/document/d/12vH\\_IcZj3odOvep5XR93vKdP6t2M4cgKjcRyaOfi-O8/edit](https://docs.google.com/document/d/12vH_IcZj3odOvep5XR93vKdP6t2M4cgKjcRyaOfi-O8/edit)

<https://docs.google.com/document/d/1w13-Pgl03zTlCemPkmkYqCMCizN6qsJwJ59TZM9R1g/edit>

Looks like we lost some families.

Financial (Holly Greeley)

<https://docs.google.com/open?id=0B6ww3HhAi2CsU0V0MWsxemxYSUK>

Send questions directly to Holly.

Fun Fund (Warren Hammond)

[https://docs.google.com/document/d/1bWKz0gL-  
jp6P5LlyanghUDnQOWcEbPwQ4z68rdoUUYA/edit](https://docs.google.com/document/d/1bWKz0gL-<br/>jp6P5LlyanghUDnQOWcEbPwQ4z68rdoUUYA/edit) (requires BoardPlus Google access)  
<https://docs.google.com/open?id=0B6ww3HhAi2CsVkrOaWJLcW5tZzA>

#### 5. Motions for Consideration

A. Motion to approve the introduction of a new, earlier, cheaper pricing phase for 2013 festival registration beginning on November 15, 2012

Motion: Kim

Second: Lloyd

Discussion:

Vote: Motion passed unanimously

B. Motion to approve the 2013 BGSU Festival Budget

Motion: Lloyd

Second: Thom

Discussion: The 5% fee falls under another line item. Kim trusts Keith to keep on budget on the two shows: The Taste of Vaudeville and Cascade of Stars.

<https://docs.google.com/open?id=0B6ww3HhAi2Csc1FDcnVHenpvaWc>

Vote: Motion passed unanimously.

C. Motion to approve all returning officers for the 2012/2013 year

Motion: Kim

Second: Lloyd

Discussion: Positions posted on GoogleDocs. Alan Howard is the Archives Director. Fundraising Chair: still need one. Affiliates Director: Lloyd will research this. Education Coordinator: still Erin. Updates have been made on googleDocs.

[https://docs.google.com/document/d/1gAaQa38OrPuVSna9gZu3RJp5WTyicjuA4R90n-  
hW0/edit](https://docs.google.com/document/d/1gAaQa38OrPuVSna9gZu3RJp5WTyicjuA4R90n-<br/>hW0/edit)

Vote: Motion passes unanimously.

D. Motion to approve the board terms for the 2011 festival video contract

Motion: Thom

Second: Lloyd

Discussion: Timeframes and payment numbers need to be looked at before approval. Question from Thom: Is DVD mastering and final DVD architecture expected from Taylor? A contract with Taylor needs to be approved before footage is given to her. The contract states she must upload completed masters not format is not stated. Specific events and juggling floor activity during the festival that she is expected to tape are mentioned in the contract. Board must give her feedback before final is produced.

[https://docs.google.com/document/d/1cw4f8pJqd0HCnYbOZTMBBrkxDbABdYsvCNQIRe2ssps/  
edit](https://docs.google.com/document/d/1cw4f8pJqd0HCnYbOZTMBBrkxDbABdYsvCNQIRe2ssps/<br/>edit) (This document requires login using the BoardPlus account, since details should not be made public at this time)

Vote: Motion passes unanimously

E. Motion to allow Mike Sullivan to move forward in obtaining a possible contract from Purdue University as our primary choice for the 2014 IJA Festival site. Final approval will depend on specific contractual terms pending review of that contract.

Motion: Thom

Second: Kim

Discussion: Will Purdue want a formal contract? The vote basically will allow Mike to cease looking for 2014 sites

Votes: motion passes unanimously.

#### 6. Varia

Nathan asks about posting on social media. No Board approval is necessary, although all posters should be on the 'same page'.

Thom: traveling more than usual in November; may be traveling abroad.

#### 7. Next Meeting

Next regular BOD meeting will be held on Wednesday, November 14, at 5:30pm pacific time.

#### 8. Adjournment

Thom moved to adjourn the meeting.

Discuss: none

Voting: no objections

Unanimous vote

Meeting adjourned at 7pm pacific time