

SAAC Board Meeting

April 6, 2008

Jean Ellisen's house

Present: Steven Abell, Sara Armstrong, Ellen Augustine, Jeff Byers, Jean Ellisen, Susan Ford, Craig Harrison, Tim Mautz, Claressa Morrow, Shags Shagrin

Prospective board members: Ashley Harkness, Ann Riley, Kirk Waller

Guests: Gay Ducey, Genie Barry

Absent: none

The meeting was chaired by Sara Armstrong. Called to order at 1:00 PM and adjourned at 5:00 PM.

Please note: To dos are shown twice – attached to the appropriate items in the minutes, marked with >>>, and as a consolidated list at the end of the document.

◆ **Welcome & introductions**

A. Three prospective board members were introduced. (see above).

◆ **Minutes and treasurer's report**

A. Minutes, previously distributed, were summarized orally and approved.

B. Treasurer's report

1. Report PDF distributed in email with these minutes.
2. Festival cleared \$2,180 in 2007. Historically has not had a formal budget, but is heading in that direction.
 - a. In recent years have, mostly net positive, in the \$1000-\$3000 range. One loss of \$3500. One net positive of \$7500. Average net positive = 8%.
3. Will have instant cellular credit card processing at 2008 festival. Total cost of rentals and fees, less than \$200. Three units.

◆ **Nominating committee report and election review**

A. Eleven positions on board. Three year terms. 1/3 annual turnover. Max: two consecutive terms. Nominate through committee search, by contacting the board, or through nominations from the floor at the annual meeting.

B. Four people terming out and one resignation = five openings. Three nominees (see above) and two running for second terms (Sara and Susan), means we have a full complement of nominees.

C. Motion: (Jean) Approve slate as presented, with one of the new members assuming the two years remaining in the term of Mary Kelly. Passed.

D. To keep rotation in it's 3/3/4 pattern, Mary Kelly's replacement will serve for two years (with the option to run twice more). Craig will talk with the three candidates to see who will be the two-year candidate.

E. We agreed to have a new member orientation/welcome lunch shortly after election and before the 6/22/08 board meeting.

1. Lunch at Kate's house.
2. Sara welcomes and talks about roles and responsibilities of board members.
3. Kate reviews history of SAAC.
4. Each committee chair reviews what their committee is up to.

◆ **Tellabration**

- A. Susan talked to Jim Cooke, who was eager to collaborate in Marin County – SAAC & SSSH
 - 1. \$400 to church m – Tiburon Community Congregational Church
 - 2. Some payment to tellers.
 - 3. split the net between SAAC and SSSH
 - 4. Possible pricing
 - a. Advance: \$15 or \$20
 - b. Door: \$20 or \$25
 - 5. Past Marin Tellabration have had 150 people or more.
- B. 11/8/2008 (2nd Saturday)
- C. Avoid next weekend because of CA Indian storyteller association.
- D. In future years we look forward to the possibility of partnering with different swaps in various areas of the Bay Area.
- E. Motion: (Susan) SAAC will negotiate a partnership with Jim Cook and SSSH to hold a Tellabraion 11/8/08 in Marin County splitting the costs and net profit 50/50. Passed.***

◆ **Festival**

- A. Resource area (formerly SAAC tent)
 - 1. Sell SAAC merchandise
 - 2. SAAC membership sales (in addition go table near registration in the mornings)
 - 3. BASF t-shirts and bags
 - a. Stainless BASF stainless water bottles >>> Jeff will research prices.
 - 4. Raffle sales
 - 5. Staffing
 - a. High school volunteers. >>>Board members urged to seek additional adult volunteers.
- B. Morning membership sales
 - 1. Kate Frankel and Susan will sell memberships.
 - 2. Jeff will greet festival goers and promote membership.
- C. SAAC Meeting (1:10)
 - 1. Swap reps present info (3 minutes) -- >>> Susan will talk to them ahead of time.
 - 2. Table for swap promotion materials
 - 3. Committees report (incl. treasurer) and solicit volunteers.
 - 4. Election
 - 5. Refreshments – Juice, cookies, pretzels, nuts. >>> Jean will organize.
- D. Volunteer flyer and sign up form >>> Susan will create using Craig's template.
- E. Friday night 7:00-9:00 (Come at 6:30 if possible to help set up.)
 - 1. Set up
 - 2. Sell merchandise
 - 3. Honoring two people: David Ponkey & Pat Langdell
- F. Parking area. East Bay MUD area one mile from festival. Hiring a high school senior to attend. Numbered (and possibly two-part) tickets to give an accounting mechanism to keep track of cash. Hiring a shuttle, 24 seats, \$100/hr. Lifemark will pay the first \$1700. BASF pays the remainder of expenses (received surplus, if any).
- G. Lifemark expects 10x20 tent. Large free-standing displays. Need electricity. Two tables.
- H. NY Times – 10x10 tent, table. Ellen bought a tent. Provide NYT two comps to festival.
- I. SAAC membership sales near registration. Ellen bought 10x10 tent.

- ◆ **Communications Committee**
 - A. Focusing on website improvements
 1. Photo and promo paragraph re each swap.
 2. Resource page – organizations, how-tos, etc.
 3. Book and CD reviews from Storyline, plus others that don't fit in newsletter.
 - B. Storyline electronic distribution
 1. 11 people have requested electronic delivery.
 2. >>>Ask new and renewing members if they would like electronic delivery of the newsletter.
- ◆ **Promotion Committee**
 - A. No new activity to report.
- ◆ **Membership**
 - A. **Motion: (Jean) Offer “festival membership” special in which people may join SAAC or renew their membership at this year’s festival for \$25 per year. Passed.**
 - B. Shags will hold the portion for future years’ membership in escrow, to be recognized as income in the appropriate year(s).
 - C. >>> Jean will do a flyer promoting festival membership.
- ◆ **Program committee**
 - A. Out-of-Towner series
 1. Donald Davis available for summer 2009.
 2. Seeking up to three per year.
 3. Feedback
 - a. As opportunities arise, not a fixed schedule.
 - b. Be prepared for short-notice opportunities. We’ve missed some good ones by not being ready.
 - B. Interest expressed in mounting the previously discussed grant writing workshop.
 - C. Also interest in more how-to workshops for tellers.
- ◆ **Fundraising**
 - A. NY Times is a BASF “sponsor” – \$1000, they get a booth at the festival.
- ◆ **BASF sound system proposal**
 - A. BASF asking for money from the Lifemark grant to upgrade sound system.
 - B. We have traditionally used standup mikes by preference – good sound and reliable — but many tellers request a mobile mike.
 - C. Lavalier mikes have problems.
 - D. Head mikes much better and gives mobility. Expensive.
 - E. Proposal:
 1. Six head-worn mikes, two per tent.
 2. One transmitter per tent.
 3. Provides five for opening and closing shows, plus a spare for tandem telling, breakdown, etc.
 - F. Cautions
 1. Must be usable in windy conditions.
 - G. **Motion: Use \$4600 of the Lifemark grant money to purchase 6 head-worn mikes and three transmitters for use at the festival and other SAAC events during the year. Passed.**
 - H. >>>Jean will follow up with appropriate festival person to make the purchase.
- ◆ **Calendar**
 - A. June 22 –board meeting at Shags’ house, 1:00-5:00 PM.
- ◆ **To do – consolidated list**

- A. Jeff will research water bottle prices.
- B. Board members urged to seek additional adult volunteers to help staff the SAAC tent at the festival.
- C. Susan will contact swap reps about speaking at the annual meeting at the festival to promote their swaps.
- D. Jean will organize refreshments for the annual meeting.
- E. Volunteer flyer and sign up form for annual meeting: Susan will create using Craig's template.
- F. We will ask all members as they join or renew, whether they would like electronic delivery of Storyline.
- G. Jean will prepare a flyer regarding the special festival membership offer.
- H. Jean will communicate the go-ahead for the sound system purchase to the festival sound system person.