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The Welsh National Gymanfa Ganu Association, Inc.
Board of Trustees Meeting
Olmstead Room, Adam's Mark Hotel, Buffalo, NY
Friday, September 3, 2004

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A regular meeting of the WNGGA 2003-2004 Board of Trustees was held in conjunction with the 2004 North American Festival of Wales in Buffalo. Members present: Rev. Richard Price Baskwill, Mrs. Janet M. Briggs, Mrs. Connie Holt Claypool, Mrs. Betty Cullingworth, Mr. Hywel Davies, Ms. Myfanwy S. Davies, Dr. John S. Ellis, Mrs. Sally Evans Funderburk, Rev. Robert D. Hughes, Dr. Berwyn Emrys Jones, Mr. Geraint H. Jones, Dr. Ada Mae Lewis, Mrs. Joan Owen Mandry, Ms. Ann McFerrin, Mr. Roy Morris, Mrs. Trudy Howells Murphy, Mrs. Lynn M. Owens-Whalen, Mrs. Gerri Baker Parry, Mrs. Sheila M. Dey Pepper, Mr. Robert Roser, Dr. Alan Upshall, Mrs. Nan Wilde, Mr. David Williams.

Members unable to be present: Ms. Elinor Bennett, Mr. David W. Evans, Dr. Keith Davies Jones, Mr. Huw Seiriol Williams

1. **Call to Order; Opening Prayer; Certification of Quorum.** President Lynn Owens-Whalen called the meeting to order at 830 a.m. The Opening Prayer was given by Robert Hughes.
2. **Adoption of Agenda.** It was moved and seconded (Jan Briggs/Geraint Jones) to adopt the altered agenda. Carried.
3. **Minutes of Previous Meeting.** No changes or corrections. Moved and seconded (Berwyn Jones/Jan Briggs) that the April 24 minutes be accepted. Carried.
4. **Treasurer's Report.** In the absence of Huw Williams, John Ellis presented the Treasurer's Report. Copy on file. John pointed out that the cash on hand is very low, and we've had to borrow from our investments. It was proposed and seconded (Roy Morris/Ada Mae Lewis) that the report be adopted. Carried.
5. **BOT Committee Reports.**
 - 5.1 **Executive Committee.** President Lynn Owens-Whalen gave a report. Copy on file. She reviewed the goals she had set out two years ago and noted that we are still dealing with some of the issues. Financial issues and concerns were raised again. We then went into committee and discussed legal issues. Out of Committee, the Board of Trustees agreed to pursue recovery of legal costs through the courts. Lynn Owens-Whalen will be the Executive contact to legal counsel on behalf of the WNGGA and will report to the Executive and the Board of Trustees. There was further discussion on goals and strategies, including the use of members' expertise and the continuing advice of Alan Upshall.
 - 5.2 **Nomination Committee.** Past President Alan Upshall, as Chair of the nominating committee, proposed the following names: For the US East, there are 3 vacancies as Jan Briggs, Trudy Howells Murphy and Robert Roser had completed their first terms. The committee proposed that all three be re-elected. For the US West, there is one opening. The committee was unable to come up with a nominee. For Canada, there is one opening and the committee proposed Ian Morris as their choice.

1 The nominating committee also suggested the following names for positions on the
2 Executive committee. Betty Cullingworth for Secretary, and Dic Baskwill for President.
3 The positions of Vice President and Treasurer are open, and the committee is looking for
4 suggestions. It was suggested that we look outside the BOT for suitable candidates.
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7 **5.3 Revenue Generation/Marketing Committee.** There was no report.
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10 **5.4 Long Range Planning Committee.** Dic Baskwill presented the report and said they would
11 continue to work with the Strategic Planning Committee. Copy of report on file.
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14 **5.5 Scholarship and Grants Committee.** Myfanwy Davies presented her report. Copy on
15 file. It was proposed and seconded (Dic Baskwill/Joan Owen Mandry) that the report be
16 accepted. Carried.
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18 John Ellis mentioned the proposal for a NAFOW Grant to assist groups or individuals that
19 participate in the NAFOW. It was agreed that the grant process must still be competitive.
20 After further discussion it was proposed and seconded (Joan Owen Mandry/Alan Upshall)
21 that a NAFOW Grant be approved in principal, and that the Executive Committee will fine-
22 tune the wording for the use of NAFOW 2005. Carried.
23

24 It was also mentioned that due to the cash flow problem, the budget may have to be revised
25 and that if money is borrowed from the Endowment Fund, the amount available for
26 Scholarships and Grants in 2005 could be reduced.
27

28 **5.6 Publications Committee.** Gerri Baker Parry showed a copy of the History of the
29 WNGGA, written by Col. Alfred J. Reese, Jr. 75 copies had been printed and were for sale
30 in Buffalo. She noted that it had been an enormous job to scan the photos that were used for
31 the book, and that it was fascinating reading.
32

33 **5.7 Membership/Communications Committee.** There was no report.
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36 **5.8 Youth Initiative Committee.** There was no report. But it was noted that 23 children were
37 registered for Buffalo. It was suggested that they be made welcome in hopes of encouraging
38 other children to attend in future.
39

40 **5.9 NAFOW Strategic Planning Committee.** Alan Upshall presented this report. Copy on
41 file. He praised Alf's history and said that while we have gained a lot of experience, we are
42 still encountering problems, but learning from them. He reiterated that the goal of the
43 Festival is to make money for the WNGGA, and that long range planning is imperative. The
44 report has four main recommendations; Budget, Program of Events, Sponsorship and
45 Consistency of Eisteddfod Program. We then reviewed the document which was understood

1 to be a non-static outline. Suggestions were made to use the expertise of non-Board
2 members where possible.

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4 Page 10. The first full paragraph starting with “The recommendation for accepting...”
5 should be highlighted. It was moved and seconded (Alan Upshall/Connie Holt Claypool)
6 that an amendment to the first line be added. The words “effective 2007” would be added
7 after “...selection committee.” Amendment carried. It was then proposed and seconded
8 (Alan Upshall/Joan Owen Mandry) that the main recommendation be passed. Carried.

9
10 Page 10. Budget Recommendation. An amendment was proposed and seconded (Hywel
11 Davies/Roy Morris) that the words “in conjunction” be removed. Amendment carried. It
12 was then proposed and seconded (Alan Upshall/Roy Morris) that the recommendation that
13 the venue committee treasurer maintain the budget in conjunction with the WNGGA
14 treasurer. Carried.

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16 Pages 11 and 12. Recommendation to set up an Entertainment Committee. There was
17 discussion regarding the make-up of the committee, the linkage of sponsorships to artists,
18 advertising, and the role of local groups in selecting artists. It was moved and seconded
19 (Alan Upshall/David Williams) that the recommendation to set up a program development
20 committee be passed. Carried with 2 abstentions. An amendment was then proposed and
21 seconded (Robert Hughes/Geraint Jones) that the President and Executive Director be ex-
22 officio members of that committee. Carried with 2 abstentions.

23
24 Pages 12 and 13. Sponsorship. It was proposed and seconded (Alan Upshall/Hywel Davies)
25 that the Sponsorship Committee recommendation at the top of page 13 be accepted. Carried
26 with 1 abstention.

27
28 Pages 13 and 14. Eisteddfod. After some discussion regarding the role of local committees
29 in planning the Eisteddfod, it was proposed and seconded (Alan Upshall/Roy Morris) that the
30 recommendation on page 14 be accepted. Carried with 1 abstention.

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33 **5.10 NAFOW Future Venues Committee.** John Ellis reported that the committee
34 recommends we visit Cincinnati for the 2006 Festival of Wales. We would use the
35 Netherland Plaza Hilton and adjoining Convention Centre. It is considered a good venue,
36 and security should not be an issue. It was moved and seconded (Roy Morris/Alan Upshall)
37 that we go to Cincinnati in 2006. Carried.

38
39 **5.11 Constitution Committee.** No report.

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42 **6. International Headquarters Report.** John Ellis presented his report. Copy on file. He asked
43 that we look at ways to ease the financial burden for new members joining.

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45 **7. Venue Reports.**

1 **7.1 Richmond/Vancouver 2003.** Alan Upshall reported that the books are now closed, and that
2 the Festival generated \$21,500 US profit for the WNGGA.

3 **7.2 Buffalo 2004.** Myfanwy Davies gave a verbal report which outlined the financial
4 uncertainty, the difficulties encountered in trying to plan the Festival from afar, and the
5 trouble encountered trying to find local volunteers. She specifically thanked Berwyn Jones,
6 Martha Davies and John Ellis who took on a lot of extra work. The expected Festival
7 attendance should be around 700. TWRIO and the Crasdan Concert had gone well, and set a
8 good tone for the weekend.
9

10 Myfanwy reiterated that we need the help of local societies, a “National” sponsorship
11 program, a “National” publicity program with materials ready to go, templates or returning
12 personnel for events such as Marketplace and the Eisteddfod, and a panel of experts to call
13 on for jobs such as contract review.
14

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16 **7.3 Orlando 2005.** Jan Briggs and Trudy Howells Murphy presented a report. Copy on file.
17 They have reduced the number of programs to reduce costs and to make the festival more
18 manageable.
19

20 **8. Old Business.**

21 **8.1 Executive Director.** President Lynn Owens-Whalen reminded us that John Ellis had been
22 hired for a one year term, and that was up tomorrow. She had discussed an extension with
23 John, and they had agreed that he would serve for another 2 years, thus completing a normal
24 3 year Executive Director term. It was moved and seconded (Robert Hughes/Connie Holt
25 Claypool) that we make it so. Carried unanimously.
26

27 **8.2 Constitution**

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29 **The meeting was suspended at 12 noon and reconvened at 11 am on Saturday, August 30.**
30

31 **9. New Business.** There was further discussion on the financial situation, and it was suggested that
32 we could use money from the Endowment Fund for purposes other than Scholarships. Concern
33 was expressed about the intention of donors to the Endowment Fund. It was pointed out that all
34 donations go to the principal of the Endowment Fund and are kept intact. The interest on the
35 fund, however, may be spent and is not restricted to scholarships/grants by the constitution or by
36 the original foundation of the Endowment Fund. The board agreed that the matter should be
37 investigated further. The idea of designated gifts was also suggested. Other ideas suggested a
38 line of credit, re-examination of our investments and asking for an offering during the Gymanfa
39 sessions.
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41 It was also suggested that the donor certificates that had been mailed out, although very nice,
42 were an unnecessary expense. It was agreed that a thank you letter from the President would be
43 sent, and that donations would be listed in the Annual Fund. Certificates could be handed out in
44 person at the next Festival of Wales.
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46 It was also suggested that new Trustees be given an orientation package.

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10. Announcements.

11. Closing prayer by Richard Baskwill. Adjournment 12 noon.

Respectfully submitted,

Myfanwy S. Davies, Secretary

- Items on file with Official Minutes:
- 3.0 Minutes of mid-year BOT meeting April 24, 2004
 - 4.0 Treasurer’s Report
 - 5.1 Executive Committee Report
 - 5.4 Long Term Planning Committee Report
 - 5.5 Scholarships and Grants Committee Report
 - 5.9 NAFOW Strategic Planning Committee Report
 - 6.0 International Headquarters Report
 - 7.3 Orlando Venue Report