

Draft Minutes
ODPC Board Meeting
May 4 2019, Ionia MI

The meeting was called to order at 11:00 AM by President Kathy Rayman. All board members were present.

Minutes from May and October 2018 were reviewed and approved.

Gail Perna presented changes/additions to Workshops Chair guidelines in the Funfest Manual. Item # 3 guideline changed from shall begin at 9 AM to shall begin no earlier than 9 AM. An additional guideline was proposed as part of a plan for rained-out concerts, as follows: 10. To ensure that an alternate area is available in case of rain outs for Friday evening concert and Saturday morning youth concert. Gail Perna moved to accept these changes; Bill Beyerlein 2nd, changes were approved.

Deb Stewart opened discussion about our financial situation. The club is in good condition heading into Funfest 2019. She anticipates that we will have to borrow a small amount from savings.

ODPC will be receiving the Michigan Heritage Award this year. Presentation will be at the beginning of Saturday's evening concert. Elgia Hickock, the founder of ODPC Funfest, will be honored with the presence of some of his surviving family members. Kathy is working to make arrangements for daughter Doris, granddaughter Sonya and a grandson to be at the concert to accept the award. More information will be in the newsletter. Emcee's for Thursday and Friday night concerts will announce details of the presentation as well.

Scott Freeman and Andy Cox are working on a livestream for Hickock family members who cannot attend, and are also working on creating a DVD for the MSU Music Heritage Museum.

Bill Beyerlein went over plans for ordering/providing wristbands.

Bill also announced this is his last year as Gates chair. Board members expressed their thanks to him and Karen for the excellent work they have done. Your help will be missed!

The necessity of raising admission to \$20 was discussed. Also discussed was the feasibility of raising booth prices and including one wristband in the cost of one booth, as well as helping performers/instructors who don't have booths with paying admission. It was suggested that our concert emcee's mention the new admission rates each night.

Stage/sound crew will require no more than 4 volunteers for set-up/tear down this year.

2019 T-shirt order was discussed. 5 colors will be ordered this year: Heather gray, Light aqua, Cardinal red, Tangerine and Navy.

The board reviewed the past year's DPN ads and agreed to continue placing ads as before.

Scott requested \$500 for a new backdrop for the stage. A backdrop that can be used from one year to the next will be researched next year. Kathy Rayman moved to approve the expense, Gail Perna 2nd, and motion carried.

The election of trustees will be held in October. Mary Peka, Bill Beyerlein and Scott Freeman indicated that they wish to run for re-election. Nomination chair is Gail Perna.

The meeting adjourned at 12:20.

Submitted by
Sue Crandle, secretary

**Executive Board Draft Agenda
May 4 2019**

Call to order

Minutes from previous meeting

Board Business:

Vice President

Policy revisions Workshops

Treasurer

Reports; discussion

Chair Business:

Funfest Business:

Announcements:

Comments:

Adjourn

Draft Minutes
ODPC Board Meeting
October 6, 2018
Osceola Fairgrounds Community Building, Ewart, MI

The meeting was called to order by President Kathy Rayman at 11:15. Board members Gail Perna, Deb Stewart, Mary Peka and Sue Crandle were also present.

Sue Crandle moved to approve July's Funfest Wrap-up Meeting minutes; Kathy Rayman seconded, and minutes were approved.

Logo Policy: Gail Perna introduced a policy governing the use of the ODPC logo. From time to time, a vendor asks about using the logo on merchandise intended for sale at the festival. With the advice of club attorney Jim Curtiss, this policy and accompanying contract will serve to both protect the ODPC logo and make it available on a limited basis.

Gail Perna moved to approve this policy. Kathy Rayman seconded. All were in favor.

Treasurer. Deb Stewart presented the treasurer's report and answered questions. The current balance doesn't include stage rental fees for 2019. Corrections to advertising expenses: Print advertising \$970. corrected to \$1000 (DPN did not give us a promised discount). DPN full page ad was \$550.

Insurance policies have been reviewed and will be updated in May of next year. Lynn from Taylor insurance will be on the fairgrounds in May and will look over ODPC property stored there. Lynn will then put together a policy that also includes ODPC property kept at individuals' homes.

Advertising: Kathy Rayman made a motion to continue advertising in Dulcimer Players News for the next year. DPN has been sold and ODPC wishes to support the new owner, though some question the effectiveness of such advertising. The budget for advertising in DPN was set at \$600.00 for the year. Mary Peka seconded the motion and the motion carried.

Discussion about advertising followed. Mary Peka offered to check various promotions, such as Pure Michigan and MAFE (Michigan Fairs and Exhibitions) to place ads for Funfest. Cheryl Sherman of Osceola Fairgrounds will include our festival in the fairgrounds' advertising in MAFE as well. Sue Crandle will design flyers that can be downloaded or printed, for use by anyone wishing to distribute advertising in their area.

A concert “rain-out” plan was discussed. A decision to cancel the outdoor concert will be made by 6:00 PM on the day of the concert; cancelled concerts will be moved to the community building. If the Friday evening concert has to be moved to the community building, the scheduled Friday night dance will be moved to the Swine barn to make room for the concert. This plan will be advertised in the concert program as well as the festival program. The board thanks Jim McKinney for his help and cooperation in this plan.

Stage Rental: The board reviewed the contract with Knox-Array LLC, which offers the same SL100 mobile stage at a lower cost. The contract includes basic upstage and downstage lighting, sound line-array, wind walls and banner hangers. The club will be responsible for lodging for Knox-Array’s 2 set-up/strike technicians. Gail Perna moved to accept the agreement. Sue Crandle seconded and the motion was approved.

The contract calls for a 25% percent deposit, which Deb will send to stage manager Scott Freeman. Scott will also arrange lodging for Knox-Array’s technicians.

Schedule of events: At the request of several businesses/organizations in the Evert area, the board is endeavoring to compile a comprehensive list of events held the week of Funfest. Kathy Rayman will be reaching out to groups known to the board who regularly plan their events to coincide with Funfest. A schedule will be made available before next Funfest. Anyone who wants to have their event included is encouraged to contact Kathy.

Education/Loaner Program: Deb Stewart reports that 11 hammered dulcimers were loaned out at Funfest 2018. There are still a few HD’s available.

Election: A total of 20 ballots were received. All officers were unanimously re-elected.

ODPC’s next board meeting will be held on Saturday May 4th. Location to be announced.

May 5, 2018
ODPC Executive Board Meeting
Approved Minutes

The meeting was called to order by Gail Perna at 11:00 a.m. Board members present: Gail Perna, Deb Stewart, Sue Crandle, Mary Peka, Bill Beyerlein, and Scott Freeman.

Minutes from October's meeting were reviewed. Bill Beyerlein moved to approve; Deb Stewart 2nd, minutes were approved.

Treasurer's reports were reviewed. Several members expressed their appreciation for Deb's reports; they are well organized, thorough and easily understood.

Gail Perna presented three draft policies for the Funfest and Policy Manual as follows:

Education

This section outlines the duties and guidelines for the student/loaner program. After discussion, it was decided to remove one item (Guidelines #5). Bill Beyerlein made the motion to approve the policy minus item #5. Sue Crandle 2nd and the policy was approved.

Wristbands

This section seeks to resolve issues pertaining to admission to the festival and proof of payment, and to provide guidance for gate workers and ODPC staff. Sue Crandle proposed revisions to the draft policy, to remove redundant or overly strong language borrowed from other festivals' policies. Following this proposal, a lengthy discussion included ways to make fairgrounds entrances more secure, and an acceptable policy for dealing with people who cannot wear wristbands for medical reasons.

Bill Beyerlein (Gates Chair) agreed that an ODPC gate worker will be placed at the west entrance to the fairgrounds to sell wristbands and ensure that everyone who enters is wearing a wristband. This will be implemented this year (2018). There will be one volunteer used at the Foster's gate so it can remain open.

Persons with medical conditions that prevent them wearing a wristband will be given an exemption card which they will have to show along with valid ID, to enter the fairgrounds.

Rules governing the purchase and wearing of wristbands will be given to everyone who purchases admission before Thursday of the festival. These rules will also be posted at every gate during the festival.

Deb Stewart motioned to approve the revised policy. Bill 2nd. Policy is approved.

Discussion about medical exemptions to wearing of wristbands continued. The possibility of requiring a doctor's note and photo ID for medical exemptions in 2019 was discussed. No agreement was reached.

Volunteer Incentives Policy

This section puts into writing the manner in which all chairs are to organize their own volunteers for gates, office, sound and stage. It is the responsibility of each chair to ensure that their own volunteers receive their T-shirts. This policy seeks to clarify the steps chairs must take.

Sue Crandle moved to approve, Bill Beyerlein 2nd and this policy was approved.

Mary Peka presented signage ODPC Headquarters can use to advertise T-shirt sales/Volunteer Incentives. Mary and Sue C. will work together to order the signs and distribute them around the fairgrounds.

Kathy Rayman is in the process of procuring a credit card reader to be used by the fairgrounds office to facilitate selling festival admissions.

Gates chairman Bill Beyerlein explained the wristbands he will be ordering, with totals of 2500 three-day, 500 one-day for Thursday's admissions and 700 one-day for Friday.

Every year, David Lindsey donates a dulcimer, which the club then gives to the winner of a drawing held at Saturday night's concert. A question has arisen as to whether or not David wishes to continue donating the dulcimer. The board felt that he should be given the opportunity to make his wishes known. Kathy is trying to contact him about this.

Scott Freeman described additions to our stage setup that he feels are necessary. A sturdier backstage shelter should be built. It can also be used as an entrance to the stage, while also shielding backstage activity from the audience's view. It would require the purchase of lumber and other materials. Estimate for lumber is \$250. Scott will get a price for the other materials.

A backdrop for the stage is needed as well. Scott described his plans for that.

He also suggested a new lighting system using LED lights. He estimates the cost will be around \$3000. Scott and his wife generously offered to cover the costs of the new lighting by way of a donation they plan to make in August 2018.

Beginning in 2018, ODPC is running quarterly ads in Dulcimer Player News. The ad in the spring issue is full page; the other three will be quarter-page. DPN gave Scott a lower price for all 4 ads, but there is a discrepancy in what they are charging us. Scott will look into it and report his findings.

Deb Stewart asked about DPN's circulation numbers, and Scott will look into that as well.

Comments:

Aloe Guiles commented that there aren't enough handicapped parking spaces in the fairgrounds.

Bill Beyerlein moved to adjourn the meeting at 12:35 p.m. Meeting adjourned.

Addendum: On the decision to fund \$1000. for stage vinyl, not including cor-plas signage, plus the purchase of up to \$3000.00 in LED stage lighting, to be reimbursed by Scott and Jolene Freeman, a unanimous decision to approve funding was taken by email vote on Tuesday, May 8.

Respectfully submitted by
Sue Crandle, ODPC Secretary

Workshops: Funfest Manual Policy Change:

Current language:

Workshops shall begin at 9 a.m. Thursday, Friday and Saturday. The number of classes is at the discretion of the Workshops Chairperson and will be determined by the classes submitted by the volunteer instructors.

Proposed language:

Workshops shall begin no earlier than 9 a.m. Thursday Friday and Saturday. The number of classes is at the discretion of the Workshops Chairperson and will be determined by the classes submitted by the volunteer instructors.

Addition to Workshops Chair responsibilities:

10. To ensure that an alternate area is available in case of rain-outs for Friday evening concert and Saturday morning youth concert.

Original Dulcimer Players Club Account Balances - As of 3/31/2019

4/15/2019

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Account	3/31/2019 Balance
TOTAL Liability Accounts	-550.00
OVERALL TOTAL	39,245.36
<hr/>	
Bank Accounts	
Checking	16,652.60
Chemical Money Market	15,882.49
TOTAL Bank Accounts	32,535.09
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Asset Accounts	
Equipment	7,337.26
TOTAL Asset Accounts	7,337.26
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Credit Card Accounts	
Master Card 0311	0.00
Master Card 4889	-76.99
Master Card 5655	0.00
TOTAL Credit Card Accounts	-76.99
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Liability Accounts	
Education Security Deposits	-550.00
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ODPC Cash Flow by Tag 2nd Qtr 2018-2019

10/1/2018 through 3/31/2019

4/15/2019

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Category	FunFest	ODPC	OVERALL TOTAL
TOTAL OUTFLOWS	2,257.01	1,347.04	3,604.05
OVERALL TOTAL	-2,257.01	-1,328.08	-3,585.09
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INFLOWS			
Uncategorized	0.00	0.00	0.00
Other Income (Business)			
Interest Inc	0.00	3.96	3.96
TOTAL Other Income (Business)	0.00	3.96	3.96
Sales (Business)			
Membership	0.00	10.00	10.00
Subscription	0.00	5.00	5.00
TOTAL Sales (Business)	0.00	15.00	15.00
TOTAL INFLOWS	0.00	18.96	18.96
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OUTFLOWS			
Expense (Business)			
Advertising (Business)	390.24	139.75	529.99
Mileage	0.00	231.20	231.20
Newsletter	0.00	78.42	78.42
ODPC Sponsored Jams	0.00	660.00	660.00
Stage Expenses			
Stage Rental Expense	1,500.00	0.00	1,500.00
Stage supplies	19.92	0.00	19.92
TOTAL Stage Expenses	1,519.92	0.00	1,519.92
Workshop Expenses	346.85	0.00	346.85
TOTAL Expense (Business)	2,257.01	1,109.37	3,366.38
Insurance (Business)	0.00	237.67	237.67

May President's Report

As we left the Fairgrounds from the 2018 Funfest, it seemed like such a long time until the next Funfest. And, here we are two and a half months away. It will be here before we know it.

I am really excited about the new t-shirt design and hope it is a hit among members.

I have been communicating with most of our Committee Chairs and am not aware of any roadblocks on progress for the 2019 Funfest. We are a team. Is everyone considering any other Committee when trying to make improvements or changes to their process. Those are the things that worry me most. What do we not know?

I'm expecting wrist bands to be smooth sailing this year. Bill, do we still have issues with the north gate? Let me know.

Jim, are we all set with golf carts? Are we at capacity with our vendors? With your assistant, are we covered to keep folks out of the Vendor buildings on Wednesday? Just a few questions.

I have lost all of my Microsoft documents when my Apple crashed last year. I will contact Cheryl to re-create our camping spread sheet. Be sure to remind her that you should be on that list.

Pam Schulte has taken on the project of publishing the activities on the Fairgrounds before the festival starts. I have asked her to forward a preliminary copy of her list to Sue so we all can see if we have any additions.

I am very excited about the Red Barn jam sessions that Scott and I decided to create on our way home from Winfield, KS last year. I think it will add a great opportunity for many musicians.

Michigan Heritage Award presentation, being awarded to Elgia Hickok, is still in the early planning stages. As of now, I have spoken to Sonya Bittner, Elgia's granddaughter. She will relay the information to Doris Bittner and Lilah Gillette (his daughters). Sonya does not think either of them will be able to attend the presentation due to health reasons. She does believe that one of his grandsons might be able to attend. I will update you all when I hear more on the subject.

And, lastly, it was with great sadness that I learned of the passing of Cathy Barton. She had been struggling with her battle against cancer and passed away peacefully on April 17th. We never were able to get her and Dave to attend the Funfest. Cathy will be greatly missed.

Kathy Rayman

2019 Funfest Performers

Rob Angus
Colin Beasley
Nick Blanton
Pam Bowman
Phyllis Woods Brown
Matthew Dickerson
Hedda Doyle
Scott Freeman
Bing Futch
Mark Grobner
Sarah Haag
John and Karen Keene
David and Annette Lindsey
Ilace Mears
Mike² - Michael Opp and Michael Humann
Katie Moritz
Punch Drunk
Brett Ridgeway
Amanda Roberts
Bill Robinson
Butch Ross
Glenn Schneeman
Tim Seaman
Stephen Seifert
Steve and Ruth Smith
Wendy Songe
Squirrels
Linda Sniedze Taggart
Linda Lowe Thompson
Rick Thum
Larry Unger
Mary Lynn VandeVenter

Report from the Education Chair May 2019

It has been a slow year for Education. Due to the rain on Saturday at Funfest we didn't loan out as many dulcimers as usual that day. We have loaned out 10 instruments this year. Also, there hasn't been as much activity during the year. I have had several people show interest but all have decided to wait until Funfest to pick up an instrument so they could have it a full year.

On another note: I and Gregg Schneeman, another bowed psaltery player who lives in California but is coming to Funfest this year, are offering a Bowed Psaltery Gathering for free in the Goat

Barn from 2-4pm on Wednesday July 17 and a slow jam at 7pm that evening. I ran this by Cheryl and she said OK.

Gail Van Amberg

Workshops Report May 2019

The workshops schedule is nowhere near full at this point. The deadline for submitting classes is April 30. There are a few stragglers I'm waiting for.

I am, however, excited about the classes we will be able to offer this year. There are classes to challenge most skill levels, with plenty of instruction for our beginners.

We will be using the new red barn for classes throughout the three days. Having the new barn has given me the chance to get away from using the dairy barn (the long narrow barn along the east fence). That barn is dusty/dirty and so broken up by stall fences, it really isn't suitable for most classes.

Sue Crandle

Youth Program May 2019

The Youth Activities schedule for Funfest 2019 is coming together. I took last year's schedule once again as a starting point so that makes it easier. I will get that turned in to Sue Crandle sometime in early May. I will again rely on helpers a lot as it'll be just me and I'll have my 2 kids to keep track of. Things seemed to work out well in the youth area at Funfest 2018. Hopefully 2019 will go smoothly! I'm considering the options for the location of the Youth Concert, both as it's regular spot and backup plan if it rains. If it'd be an option to try it indoors (rain or shine) this summer, I'd consider that if a location is available. For now, I've made arrangements, in case of rain only, for us to use the Community Building for the Youth Concert. The time constraint might be the drawback as we'd have to end and clear out so the next class can get setup at 10:50. Input regarding this rain option from others, including the sound people, would be great.

My kids & I have done a few mountain dulcimer classes at area libraries (Remus and Mecosta) and one at an elementary school (Winn Elementary), in addition to doing instrument petting zoos at libraries in Central & West MI. Many kids have had fun with these instruments! At each of these classes, we feature the hammered dulcimer as well and give kids a chance to play one. In conjunction with that, it would be nice to have a general handout about ODPC that includes information about the ODPC Student/Mentor Program and Funfest. I know a TriFold about Funfest is being worked on which is good. I wasn't sure if that will be a general one or specific to this year? Can something be made that is more general about ODPC (including the Student/Mentor Program and Funfest) that we can print off from the ODPC page?

Thanks to all who have helped & encouraged me! I'm looking forward to Funfest 2019!
Deb Gorby

Stage Manager/Publicity Report May 2019

Stage and Sound:

We have made deposit to Knox Array out of Champaign, IL and have secured a full production stage, lighting and sound system. I spoke with Andy Cox and he is excited to work with the new system. This will allow more flexibility as we integrate wireless microphones and direct input for those instruments that equipped with internal microphones. If anyone would like to help set up, we can do that at 9:00am on the Wednesday. Teardown on Sunday was rather easy and allowed folks to get to the last Saturday night jams. Rick had a road crew available and things went well. I might suggest doing the same this year. I will have a banner with the 2019 logo hanging center stage and a mesh backdrop. Performer tent will be stage left like last year. We had a few issues with different folks trying to make decisions for ODPC, the old "too many chiefs" syndrome. I will be at each show and I will stage manage so there should not be any confusion. If anyone has a question, they can ask me. I can use help setting up and moving microphones in between sets.

Tshirts:

Katie has presented a first draft of the 2019 logo. I really like it. I think it will look great on the stage backdrop. There is some concern about too much color and having the shirts feel like you are wearing a raincoat. I will work with her to try to stream-line the T-shirt part of the design. It seems colors are always a crap shoot. Some do well one year and then nobody buys it the next. I have done some research and many festivals are going to a two-color scheme, a dark and light color. This would be easier but I would like some feedback.

Publicity:

DPN is running a full-page ad for us at \$450. This keeps us I budget. I still think we need to keep the full pager the issue prior to the festival. The website and Facebook pages are keeping busy.

Red Barn Sessions:

This is a new workshop/event we developed over the winter. We had a lot of feedback from folks wanting to jam and learn new tunes in an easy environment. I am hosting the sessions each day of the festival at 3pm in the new red barn (hence the name). They are fun tunes and easy to learn. We will do a slow jam and build up to speed throughout the week. The early feedback has been tremendous. Folks are really looking forward to this new opportunity.

Scott Freeman

Dulcimer Drawing

We are going back to using raffle tickets for the dulcimer drawing. One ticket/stub will be given with each paid admission. Entrant has to tear off the stub and place it in one of the red buckets that will be at each gate and in the ODPC Headquarters porch. Buckets are to be picked up at the end of the last shift on Thursday and Friday, and at 6 o'clock Saturday evening to be available for the drawing at around 6:45.

Sue Crandle, secretary