

1 **The Welsh National Gymanfa Ganu Association, Inc.**

2
3 **Board of Trustees Meeting Minutes**

4
5 **9:00 a.m., Friday, September 1, 2000**
6 **Executive Room, Congress Centre, Ottawa, Ontario**

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8 A regular meeting of the WNGGA 1999-2000 Board of Trustees was held on Friday, September 1,
9 2000, in the Executive Room, Congress Centre, Ottawa, Ontario. Members attending the meeting
10 were: Gerri Baker-Parry, G. Donald Briggs, Myfanwy S. Davies, The Rev. Dr. R. Cerwyn Davies,
11 David W. Evans, Jr., Ed Field, Margery A. Freed, Barbara A. Morgan Herron, Ellis J. Jones,
12 Geraint Herbert Jones, Carolyn Jane Kearney, Gloria Collins Kondrat, Myra Thomas Lawrence, Wm.
13 John Lewis, Catherine J. Lloyd, Joan Owen Mandry, Phyllis Morgan Owens, Lynn Owens-Whalen,
14 Sheila M. Dey Pepper, Howell Pritchard, Danny Proud, Col. Alfred J. Reese, Jr., Alan Upshall,
15 David A. Williams Sr., Huw S. Williams, and Russell Williams. Members not able to attend were:
16 Olwen Joyce Anderson, Elinor Bennett, Berwyn Emrys Jones, Mary Ellen Morgan, John R. Nesbitt,
17 and Paul E. Stevens.

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19 **1.0 Call to Order, Opening Prayer.** President Alfred Reese called the meeting to order and The
20 Rev. R. Cerwyn Davies offered the opening prayer.

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22 **2.0 Quorum Call and Review of Agenda.** It was determined that a quorum was present. There
23 were no additions to the Agenda.

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25 **3.0 Minutes of Previous Meeting.** The Minutes of April 29 Mid-Year Meeting in Waterloo,
26 Ontario, were reviewed. **Motion made and seconded (Lloyd/Davies) to approve the**
27 **Minutes. The motion passed.**

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29 **4.0 Treasurer's Report.**

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31 4.1 Financial Report. Treasurer Williams distributed copies of the Financial Report
32 (Copy on file with official Minutes.) He briefly reviewed the Income Statement, the
33 Expense Statement, the Memorial Hymnal Fund Statement, the Money Market
34 Savings Statement, the Reconciliation Summary, and the Balance Sheet. He also
35 called attention to the WNGGA Endowment Fund 1999-2000 Annual Report. **Motion**
36 **made and seconded (D. Williams/Herron) that the Financial Report be accepted.**
37 **Motion carried.**

38
39 4.2 Audit Report. Treasurer Williams called attention to the Report of the Audit
40 Committee that "We, the members of the Audit Committee examined the Money
41 Market Accounts, Savings Accounts, Endowment Fund Accounts, and the Checking
42 Account and to the best of our knowledge and belief, the records and accounts are in
43 order. The auditors were Robert Penry, Columbus, Ohio; and Jason Moore,
44 Youngstown, Ohio. (Copy on file with official Minutes). **Motion made and**
45 **seconded (E. Field/A. Upshall) that the Auditor's Report be accepted. Motion**
46 **carried.**

47
48 **5.0 Officer Reports.**

49
50 5.1 President's Report. President Reese pointed out that the Executive Director has done
51 an extraordinary job of moving the headquarters to St. Peter, Minnesota. There are
52 many benefits to having the headquarters at Gustavus Adolphus College and Ellis is to
53 be commended for all his efforts.

1 President Reese indicated that he enjoys editing HWYL. At that point the Board
2 unanimously requested that he continue to edit the newsletter.
3

4 The WNGGA has received several bequests. There is still proofreading work to be
5 done on the phonetic hymn book but it will be published by the end of the year.
6 Members of the Board will be asked to consider future venue locations later in the
7 meeting. He reported that the WNGGA appears to be in good shape regarding local
8 associations wishing to host the WNGG. The North American Association for the
9 Study of Welsh Culture and History is an excellent organization which supports and
10 publishes items on Welsh culture. There is considerable involvement by young people
11 which is where we can really see our future.
12

13 5.2 Vice President's Report. Vice President Upshall reported that he and the Executive
14 Director had visited San Jose several times this year. It has been a busy year related
15 to moving to the new concept of the WNGGA. Beyond this, there is nothing specific
16 to report.
17

18 5.3 Secretary Report. Secretary Owens-Whalen reported that she had completed the
19 minutes of the 1999 WNGGA in Minneapolis and those of the mid-year Board
20 meeting in Waterloo, Ontario in May, 2000. Comments regarding the Membership
21 Committee will be made later in the meeting.
22

23 5.4 Treasurer Report. Treasurer Williams had no further additions to what had been
24 presented in the Financial Reports and the Audit Reports.
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26 6.0 **Executive Director Report.** Executive Director Jones called attention to a press release
27 which had been prepared for each trustee. Each trustee is invited to take it home and send it
28 to local newspapers for publication. He pointed out that the purpose of the press release is to
29 give visibility to the person and to the organization. Board members are requested to
30 complete information for the directory and the stationery. Board members are requested to
31 return it completed to the Executive Director as soon as possible.
32

33 WNGGA Membership. Executive Director Jones called attention to the written report (Copy
34 on file with official Minutes.) Membership totals change every day. A document was
35 provided which illustrates a snapshot of the membership as of August 15, 2000. There are an
36 additional 25 life memberships to that which is reported. The number of pieces of return mail
37 has dropped considerably as a result of headquarter's efforts to keep the membership address
38 lists up to date. The membership count should be increased by 12 additional members
39 because spouses who have requested mailings are only counted as one. The WNGGA
40 currently has 2,735 life members.

41 Publications. Headquarters did set up an ongoing inventory procedure. There are over 4,000
42 copies of the regular hymn books. There are 400 copies of the large reformatted hymn book
43 printed in Ottawa and these are the hymn books that are for sale. This avoided the problem
44 with customs duty. Cassettes/CDs are still selling well.
45

46 The Executive Director called attention to publications which are being stored in Sharon,
47 Pennsylvania. The owner of the warehouse is now requesting payment for storage at the cost
48 of \$126 per month. The Executive Director asked Gustavus Adolphus College for storage
49 space and this has been agreed to \$10 per month. The Executive Director had determined
50 that the cost to have the boxes moved to St. Peter would cost \$1,450. **Motion made and
51 seconded (Briggs/Mandry) that the Board approve the cost of \$1,450 for moving the
52 boxes of hymnals and folk song books from Pennsylvania to Minnesota. Motion carried.**
53

1 Executive Director Jones called attention to three flyers about the WNGGA which describe
 2 the WNGGA as an organization as well as its work. The new phonetic book is ready to be
 3 proofread and published by the end of 2000. He reported that Dr. Ronald Green is reviewing
 4 the WNGGA Archives. He has also organized a set of archives files according to
 5 correspondence and also to venues.
 6

7 The Executive Director has traveled to future venues and to the Ontario Gymanfa Ganu
 8 Association during the last year.
 9

10 Board members were asked to inform the Executive Director what St. David's Day
 11 celebrations they plan to attend,. The President of the organization will be informed and
 12 Board members will be asked to bring greetings from the WNGGA.
 13

14 Membership Report. Focus has been placed on "Where are they now?" This is an effort to
 15 update members.
 16

17 Welsh organizations as of August, 2000. Board members are requested to send any known
 18 changes including changes in officers to the Executive Director. It is suggested that
 19 headquarters include e-mail addresses of associated organizations. There are many groups
 20 that are now organization members. Board members are requested to contact the non-
 21 associated groups and invite them to become organization members. Suggestion made that the
 22 headings be changed to Non-Associated Welsh Organizations.
 23

24 7.0 Committee Reports.

25 7.1 Development Committee. No report.
 26

27 7.2 Dues Structure Committee. Chairperson Ed Field called attention to the written
 28 report (copy on file with official Minutes). It is recommended that annual
 29 membership dues be increased from \$7 to \$10 effective January 1, 2000. There are
 30 currently 160 annual members. **Motion made and seconded (E. Field/H. Pritchard)**
 31 **to recommend to the membership at the Annual General Meeting that Annual**
 32 **membership dues be increased from \$7 to \$10 effective on January 1, 2001.**
 33 **Motion carried.**
 34

35 Chairperson Field then recommended that the Life membership dues be increased
 36 from \$30 to \$150 and for persons 65 and over, be increased to \$100. The committee
 37 also recommended that people be allowed to pay \$50 for three years. Concern was
 38 expressed that new members will be difficult to sign up. Also, a question was raised
 39 as to what people get for their money, especially for \$150. **Motion made and**
 40 **seconded (E. Field/Phyllis Owens) that the Board recommends that the Life**
 41 **membership fee be increased from \$30 to \$150 and \$100 for 65 and over and that**
 42 **the fees be paid over three years subject to the approval of the Annual General**
 43 **Meeting. The results of the vote were: Yes 12 No 8. Negative votes recorded:**
 44 L. Owens-Whalen, B. Herron, D. Briggs, H. Pritchard, M. Thomas Lawrence, G.
 45 Jones, C. Lloyd, R. Williams.
 46

47 **Motion made and seconded (E. Field/Briggs) that the effective date of any**
 48 **increase in membership dues be effective January 1, 2000. Motion carried.**
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50 **Motion made and seconded (E. Field/D. Briggs) that those couples who are**
 51 **currently listed as life members as couples be considered as individual life**
 52 **members at no additional cost. Motion carried.**
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- 7.3 Policy on Gifts to WNGGA Committee. Chairperson H. Williams presented a report. **Motion made and seconded (H. Williams/D. Proud) that the WNGGA will only accept publicly traded securities that can be renegotiated with ease. Motion carried.** In the discussion, the Board accepted the suggestion that gifts of real estate be approached with caution and that individuals be encouraged to sell in advance of the donation. **Motion made and seconded (A. Upshall/G. Jones) that WNGGA should only accept cash or publicly held securities; real estate and tangible property should be converted to cash prior to the acceptance of the donation. The donor should give their instructions in writing stating their intended purpose of the gift and that the purpose of the donations must be approved in advance by the trustees. Motion carried.**

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[NOTE: A DOCUMENT ENTITLED "GUIDELINES AND PROCEDURES FOR GIFTS AND PROCEDURES FOR GIFTS RECEIVED" WAS RECEIVED FOLLOWING THE MEETING AND IS INCLUDED AS AN ADDENDUM TO THIS SET OF MINUTES.]

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- 7.4 Nominations Committee. Chairperson R. Cerwyn Davies presented the report on behalf of Past Presidents Wm. John Lewis and Don Mills. He presented the following nominations:

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Western United States: Gerri Baker-Parry (first term--since her earlier appointment was for only a partial term.)

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Eastern United States: Olwyn Joyce Anderson (for second term), Martha Davies (for first term) and The Rev. Richard Baskwill (for first term).

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Canada: Ed Field (for second term).

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Motion made and seconded to accept the Nominations Committee report. The Motion carried.

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8.0 Venue Reports.

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- 8.1 2000 Ottawa. Chairperson Ian Morris reported that members of the Board are requested to usher at the church service. The editor of the programme book contacted different groups and organizations directly. There was a considerable response. Many said they have never heard of the WNGGA. Therefore, the Ottawa committee is recommending that local Board members contact other Welsh organizations reaching out to WNGGA and its work.

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There are 910 registrants. There were over 200 that registered on Thursday. Tours are full and going well. The facility is working very well. The banquet is full and with late registrations we had added dinners. The concert is currently at 1300 and climbing. Television press has been supportive. The Board thanked Ian Morris and the Ottawa Committee.

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- 8.2 2001 San Jose. Venue Chairperson Howard Thomas called attention to his written report (Copy on file with official Minutes.) He pointed out that the objectives of the San Jose committee are to put on the traditional events and, in addition, reach out and reconnect with Wales and to reach out to North American communities and to other Celtic Nations. The committee is now well into the planning of the 2001 National Gymanfa Ganu. This led to the brochure publicizing the event and copies of which

1 have been distributed to Board members. The San Jose committee is adding a Celtic
2 traditional evening on the Wednesday evening and are also calling it a Festival of
3 Wales. The Fairmont hotel is excellent and we are currently looking at other hotels
4 within walking distance.

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6 President Reese expressed the desire of the Board that the 70th Welsh National
7 Gymanfa Ganu should be clearly identified as the main event and that registrations
8 should be centralized at WNGGA Headquarters.

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10 The Civic Auditorium holds about 3,000 people so the committee will be
11 concentrating on publicity so that we can fill the hall. The committee is also working
12 on getting the Assembly in Wales involved with the Festival of Wales.

13
14 The latest budget revision that has been distributed to the Board indicates that there is
15 a worst case budget based on 850 people and a best case budget based on considerably
16 more. The worst case shows total venue at break even and best case shows us making
17 \$100,000 based on selling 2,000 tickets for the concert. The venue is proposing
18 increasing the registration to \$25 from \$15.

19
20 Room rates. \$109 US and may go up to \$119. It was suggested that there be a cut
21 off date because people will expect the given rate to be the rate they pay.

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23 Tours: Add 10 percent to the cost of the tours.

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25 Marketing. Clarification was provided to indicate that the marketing money line
26 describes the amount to include advertising, publication, copying etc.

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28 Software: Ottawa used FileMaker Pro and it cost \$300 CDN. San Jose includes a
29 WEB enabled system. It incorporates the WEB connection for Registration on line.
30 The San Jose committee expects to do on-line registration.

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32 The Executive Director indicated that registration is to be centralized registration
33 which is WNGGA board policy. There will be a copy of the registration form on-line
34 on the WNGGA WEB site. The data base will be at the central headquarters. The
35 WNGGA can provide daily reports to the San Jose committee.

36
37 If there is a second registration system, then there is difficulty. The San Jose
38 chairperson sees no disagreement. The whole point of WEB enabled registrations can
39 be accomplished because San Jose will provide a link to the WNGGA site. President
40 Reese clarified that there will be one point of registration and that this is at the
41 International Headquarters.

42
43 The Celtic festival is to appeal to other Celtic groups. It is only a publicity event to
44 draw people to the WNGGA. The point is that there is very little reference on
45 posters and t-shirts to the WNGGA. It was requested that the names of the San Jose
46 committee including chairpersons be sent to members of the Board.

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48 It was suggested that the San Jose committee supply the names of less expensive
49 hotels rather than suggest that people just call the Visitor's Bureau. All the downtown
50 hotels are similarly priced. Up to now the San Jose committee has not had contact
51 with Welsh young people. The Venue Committe is planning to make contact with this
52 group the weekend. The expectation is that the youth organizations be financially self-
53 supporting. The Directors of the Gymanfa Ganu will be Rhiannon Acre in the
54 afternoon and Efion Thomas in the evening.

Concerns were expressed about including in the publicity that the WNGGA be clearly the main event in San Jose and about centralization of registration.

The question at hand is that there be an increase for registration from \$15 US to \$25 US. A comment was that increasing the cost of tours by 10 percent would raise the money; hence there will be no need for an increase in registration. Another suggestion was that within the budget there are ways to increase income without raising the registration fee. It was also suggested that the registration fee include early and late registrations.

Motion made and seconded (Briggs/H. Pritchard) that the registration fee remain at \$15 US up to August 1 and that late registration fee be raised to \$20 US. Motion carried.

Motion made and seconded (Briggs/H. Pritchard) that the San Jose committee review the budget to see how further adjustments can be found with the assistance of the Vice President and Executive Director of the WNGGA. Motion carried.

Treasurer D. Williams informed the members of the Board that there will be an increased monthly fee to have credit card security on the WEB site.

- 8.3. 2002 Harrisburg. A written report was provided. (Copy on file with official Minutes).
- 8.4 2003 Phoenix. The Phoenix committee is not ready to hold the National so other proposals will be entertained.
- 8.5 2004 Niagara Falls. There are concerns regarding the cost of hotels in Niagara Falls. The current rate that is being quoted is \$135. US. The question is "Shall we go ahead and sign the contract?" This is a firm rate and is not subject to a rate increase. Because the WNGGA will be sponsoring it, perhaps we can use the flexibility of the budget to assist. President Reese explained that the first quote was for \$145 before the new quote. He pointed out a recent personal experience of paying \$129 regular rate for a room at a motel in St. David's, Pennsylvania and also in Salisbury, Maryland, neither of which were in a resort or tourist area. That placed the \$135 charge in better perspective. Because the convention centre is not busy that weekend, they have offered us a reduction of about 75 percent. **Motion made and seconded (Briggs/D. Williams) that the contracts for Harrisburg and Niagara Falls be signed. Motion carried.**
- 8.6 2005 Pittsburgh. No report.
- 9.0 **Other Reports.** None.
- 10.0 **Old Business.**
- 10.1 Talent Directory. The question was posed: Should this be continued? It was determined that no action would be taken at this time.
- 10.2 Oral History Project. The Executive Director is securing more information on this. The matter was not discussed any further.

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- 10.3 Video Documentary on Welsh of North America. President Reese indicated that an anonymous donor has given \$3,000 to this purpose with a commitment for another \$2000. In addition, President Reese announced that he and his wife had made a commitment to contribute \$500 a year for six years. The video would show-case the organizations and activities promoting Welsh Culture in North America. The president requested that the Board commit \$5,000 from the Endowment Fund. **Motion made and seconded (Briggs/M. Pritchard) that the board identify \$5,000 in the Endowment fund for the development of a video documentary of the Welsh in North America. Motion carried.**
- 10.4 Round Table Comments Summary Copies of the comments relative to the Round Table were distributed in Waterloo. (Copy on file with official Minutes.) Board members were asked if there were any items from the list of this morning's breakfast that should be followed up. There were no additions to the suggestions already submitted.
- 10.5 Contingency plan for Executive Director. Question: What do we do "in case"? The Executive Director indicated that there is WNGGA policy for replacement of board members in the event that an individual cannot complete her/his term. The request is that the Board consider the same for the Executive Director and that the matter be discussed in Waterloo in May, 2001.
- 10.6 Green Mountain Permanent Exhibit. President Reese agreed to present a summary.
- 10.7 Badges/Pins for Life Members. Vice President Alan Upshall reported that we are still working on this but there is nothing specific to report at present.
- 10.8 Hymn Writers Publication. Joan Owen Mandry has begun a document on hymn writers publication. In the future, the Board should think about publishing/ reproducing the document. It was pointed out that Dr. Carlton Jones Lake did his doctoral dissertation on the same subject and that it is located at a university in Pennsylvania.
- 10.9 Board Policy on unilateral donations from local venues to Welsh groups. President Reese indicated that there should be a policy either to prohibit unilateral donations from the local venue committee or to have prior approval by the Board of the WNGGA. The Executive Director gave two examples of local venue decisions where moneys were donated prior to the split of moneys with the local and National. The suggested policy would not restrict local decisions after the split but would prohibit the donation prior to the split. A discussion centered on the use of church service offerings. **Motion made and seconded (Field/R. Williams) that there be no unilateral donations of any kind without approval from the Board of the WNGGA. Motion carried.** Votes recorded: H. Pritchard dissented; B. Herron, abstained.
- 11.0 **New Business.**
- 11.1 WNGGA Legal Counsel. There is nothing new to report on at this time.
- 11.2 Bangor Band. A discussion was held on the excellent performance of the Bangor, Pennsylvania High School Marching Band. **Motion made and seconded (Davies/J. Mandry) that the Board approve \$2,000 from the Scholarship Fund for the Bangor Band.**

1 **12.0 Ex Officio Organizations**
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- 3 12.1 Cymru A'r Byd. No Report.
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5 12.2 National Welsh American Foundation. President Wm. John Lewis brought greetings
6 from NWAFF.
7
8 12.3 Welsh Associated Youth. President Carolyn Kearney brought greetings from WAY.
9
10 12.4 Women's Welsh Clubs of America. President Margery Freed brought greeting from
11 the Women's Welsh Clubs of America.
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13 **13.0 Announcements.**
14

- 15 13.1 Annual General Meeting. Saturday September 2, 9:00 a.m. Congress Centre.
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17 13.2 New Board Breakfast Sunday, September 3, 7:30 a.m.
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19 13.3 Trustees are asked to usher at Welsh-English Church Service Sunday, September 3.
20 M. Davies requested that members of the Board be there at 9:45 a.m.
21
22 13.4 Mid-Year Board Meeting, Saturday, May 12, 2001, Ontario Gymanfa Ganu,
23 Waterloo, Ontario.
24
25 13.5 Board of Trustees Meeting, Friday, August 31, 2001, Fairmont Hotel, San Jose,
26 California
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28 **14.0 Closing Prayer, Adjournment.** The meeting ended at 12:45 p.m.
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30 Respectfully submitted,
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33 Lynn Owens-Whalen, Secretary
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35 **Addendum to Minutes:**

36 Guidelines and Procedures For Gifts Received (See Agenda Item 7.3)
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38 **Items on file with Official Minutes:**

- 39 1. Tentative Agenda for Meeting
40 2. Financial Report (Agenda Item 4.1)
41 3. Audit Report (Agenda Item 4.2)
42 4. Executive Director Report (Agenda Item 6.0)
43 5. WNGGA Dues Structure Committee Report (Agenda Item 7.2)
44 6. Progress Report, San Jose Venue Committee (Agenda Item 8.2)
45 7. Progress Report, Harrisburg Venue Committee (Agenda Item 8.3)
46 8. Summary of Recommendations, 1999 Roundtable (Agenda Item 10.4)
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SEPTEMBER 1, 2000, MINUTES ADDENDUM

The Welsh National Gymanfa Ganu Association, Inc.

Guidelines and Procedures for Gifts Received

Cash and Securities

Cash

- Cash gifts made by check should be made payable to The Welsh National Gymanfa Ganu Association, Inc. or delivered to the association c/o The Executive Director.
- Cash gifts made with currency should be recorded and the moneys photocopied for verification of the amount and form of currency.
- The date of receipt of cash will be the day it is received in hand.
- The date of receipt by check will be the check date, unless it is sent at the end of the calendar year in which case the postmark will determine the date of receipt.

Securities

- Publicly-traded securities, bonds and government issues may be given to the Association.
- The value of a stock gift will be the selling price received for the security on the day the gift is transferred.
- The transfer date will be determined as the date the security is: hand delivered to the Association or to the Association's stock broker; the postmark date, if the security was mailed, will determine the date of receipt.
- If a stock power and letter of instruction were mailed separately from the certificate, the postmark of these documents will determine the date of receipt.
- Transfer through electronic transfer to the association brokerage account is acceptable; the donors may contact Executive Director for instructions to give to their broker along with a letter of instruction regarding the securities to be transferred; a copy of the letter for the Association will ensure proper receipt.
- Closely held companies' securities gifts must be converted to cash, prior to the acceptance of the donation.
- It is the Association's policy to convert all securities to cash as soon as possible unless the officers of the Board of Trustees determine otherwise. The cost of conversion should be borne by the donor unless otherwise determined.

Real Estate

Gifts must be converted to cash prior to the acceptance of the donation.

Tangible Property

Gifts must be converted to cash prior to the acceptance of the donation.

Exceptions and Modifications

The Officers of the Board of Trustees shall approve exceptions to the policies and procedures. Gift arrangements requiring any commitment of assets or income from funds other than those transferred shall be approved in advance by the Officers of the Board

1 of Trustees. The Treasurer will review the policies and procedures annually and suggest
2 modifications as appropriate.
3

4 **Fees**

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6 The donor shall pay all fees to his or her advisor. As a practical matter, the
7 donor may wish to decrease the total amount of the gift by the amount of any fees incurred
8 as a result of the gift transaction. The Association may decide to incur some expenses
9 associated with a gift transaction (an independent appraisal, attorney or advisor consultation),
10 in which case the expense shall be borne by the Association.
11

12 **Administration Policy**

13 It is the policy of the Association that all gift dollars received shall be used for
14 the purposes intended by the individual donors; their instructions must be received in writing
15 and no administrative costs will be taken from the gift.

The Welsh National Gymanfa Ganu Association, Inc.
2000-2001 Board of Trustees Organizational Meeting Minutes
7:30 a.m., Sunday, September 3, 2000
Congress Centre, Ottawa, Ontario

The Welsh National Gymanfa Ganu Association, Inc., 2000-2001 Board of Trustees held its organizational meeting in the Executive Room, Congress Center, Ottawa, Ontario. Persons attending the meeting were: Gerri Baker-Parry, G. Donald Briggs, Myfanwy S. Davies, R. Cerwyn Davies, David W. Evans Jr., Ed Field, Margery A. Freed, Ellis J. Jones, Geraint Herbert Jones, Carolyn Jane Kearney, Gloria Collins Kondrat, Myra Thomas Lawrence, Wm. John Lewis, Catherine J. Lloyd, Joan Owen Mandry, Phyllis Morgan Owens, Lynn Owens-Whalen, Sheila Dey Pepper, Howell Pritchard, Danny Proud, Alfred J. Reese Jr., Alan Upshall, David A. Williams Sr., Huw S. Williams, Russell Williams, Martha Davies. Board members not attending: Olwen Joyce Anderson, Elinor Bennett, Berwyn Emrys Jones, Mary Ellen Morgan, John R. Nesbitt, Paul E. Stevens, Richard Baskwill.

1.0 **Call to Order, Opening Prayer.** President Alfred Reese called the meeting to order. The opening prayer was given by The Rev. R. Cerwyn Davies.

2.0 **Review of Agenda.** There were no changes in the written agenda.

3.0 **Introductions of Trustees.**

3.1. Congratulations were extended to trustees re-elected or elected at the September 2 Annual General Meeting: Olwen Joyce Anderson (to second term), Ed Field (to second term), Gerri Baker-Parry (to first term), Martha Davies (to first term), and Richard Baskwill (to first term).

3.2 Ex officio Vice Presidents were acknowledged: Cymru A'r Byd President Elinor Bennett; National Welsh American Foundation President Wm. John Lewis; Welsh Associated Youth President Carolyn Kearney; Women's Welsh Clubs of America President Margery Freed.

3.3 Others acknowledged were Past President R. Cerwyn Davies; Scholarship Program Chairperson Myfanwy Davies; and Executive Director Ellis Jones.

It was announced that Paul Stevens has resigned his position as Endowment Fund Chairperson and that the newly elected Treasurer would be asked to assume those responsibilities.

Scholarship Program Chairperson Myfanwy Davies. She called attention to the report from the Scholarship Committee presented to the Board of Trustees at its meeting on Friday, September 1, 2000, and at the Annual General Meeting on Saturday, September 2.

4.0 **Review of Trustee Responsibilities.** President Reese asked the trustees to review their responsibilities as described by the WNGGA constitution Articles 4, 6, 7, 11, 13, 16, and 17. In addition, Board members were sent an evaluation regarding the National. It was requested the completed questionnaires be sent to the Executive Director by September 17.

4.1 **Legal Counsel.** President Reese reported that he is still working on securing legal counsel to work on behalf of the WNGGA when needed.

1 4.2 President Reese expressed thanks to the Board and expressed his deep appreciation for
2 the honour of service as a trustee, Vice President and President of the WNGGA. By
3 applause, the trustees expressed their appreciation to President Reese for his
4 dedication and hard work.

5
6 5.0 **Nominations Committee Report.** Past President R. Cerwyn Davies reported on behalf of
7 Past President Don Mills and Past President Jack Lewis and placed in nomination the
8 following:

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10 President: Alan Upshall
11 Vice President: Lynn Owens-Whalen
12 Secretary: Joan Owen Mandry
13 Treasurer: Huw Seiriol Williams
14 Executive Committee At-Large: Berwyn Jones

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16 Motion made and seconded (Geraint Jones/Myra Thomas Lawrence) that nominations be
17 closed. Motion carried. By acclamation the nominees were elected to their respective
18 positions.

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20 6.0 **Installation of Officers.** President Reese officially installed each of the persons into their
21 respective office: Executive Committee At-Large, Treasurer, Secretary, Vice President, and
22 President. In each ceremony the person pledged allegiance to the goals and purposes of the
23 WNGGA. Upon the installation of the new president, Col. Reese presented him with the
24 official president's gavel as a symbol of his new responsibilities.

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26 President Upshall assumed the chair and presented Col. Reese with a Past President's pin and
27 expressed both personally and on behalf of the Board the sincere thanks of the members of the
28 WNGGA for his exceptional dedication, insight, and hard work.

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30 7. **Incoming President's Comments.** President Upshall presented the following comments to
31 the Board:

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33 He pointed out that it was truly and honour and a pleasure to work with Col. Reese for the
34 past two years and that his contributions toward moving the WNGGA forward incorporating
35 the new concept are truly exceptional. In this regard, he pointed out that there is still a lot to
36 do to continue the movement ahead so that as an organization we become more forward
37 looking and relevant. He requested that comments/discussions during the meetings be directly
38 related to the topics at hand.

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40 8. **Committee Appointments.** President Upshall announced the following committees and
41 named members of the Board to the membership of the committees.

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43 8.1 Constitution Committee. The purpose of this committee is to update the constitution
44 but not to reform it. Ed Field, Chairperson, Don Briggs, Myra Thomas Lawrence,
45 Richard Baskwill.

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47 8.2 Executive Director Responsibilities. The purpose of this committee is to look at the
48 responsibilities of the Executive Director with an idea to review the constitution or
49 alternatively to provide more support. This includes but is not limited to costs of
50 travel, etc. David Evans, Chairperson; Howell Pritchard, Lynn Owens-Whalen,
51 Olwen Joyce Anderson.

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- 8.3 New Member Package/Publicity. The purpose of this committee is to design a package to present to new members, to enhance the visibility of the WNGGA, and to make recommendations regarding publicity. Sheila Pepper, Chairperson; Gerri Baker Parry, Gloria Collins Kondrat.
- 8.4 Eisteddfod. Currently there is little consistency in competition, organization, etc., from site to site since the Eisteddfod was first introduced at Bellevue in 1994. As examples, one trophy was not returned and never chased down. This is a prestigious and valuable trophy. An idea is for the WNGGA to take over the Eisteddfod in Harrisburg. Another is for the WNGGA to sponsor competitors in the Eisteddfod in Wales. The purpose of this committee is to make recommendations to the Board regarding the Eisteddfod at the National. Danny Proud, chairperson; Martha Davies, Joan Owen Mandry
- 8.5 Scholarship. The purpose of this committee is to continue to consider financial support to those who study Welsh culture and contribute their knowledge and understanding to the Welsh community of North America and Wales. Myfanwy Davies, Chairperson; Huw Seiriol Williams.
- 8.6 Publications - Hwyl, History of the WNGGA. Col Reese has been asked to continue the outstanding work that he has been doing with Hwyl and with writing the history of the WNGGA.
- 8.7 Endowment Chair responsibilities will be taken over by the Treasurer. For the time being, the same processes remain in place.
- 8.8 Long Range Planning/Membership. The purpose of this committee is to continue actively reviewing, thinking, evaluation, current planning and making recommendations as needed. Lynn Owens-Whalen, Chairperson, Berwyn Jones, Huw Seiriol Williams, Geraint Jones, Russell Williams.

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The President will contact Phyllis Morgan Owens, Catherine Lloyd and Carolyn Kearney regarding appointments to committees. President Upshall requested that committee chairpersons provide a report on progress at the mid-year Board meeting in Waterloo in May 2001.

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President Upshall called attention to key questions for consideration. Generally, the WNGGA is proceeding along the right track. However, there are several basic questions that need to be addressed. Do we need to change the weekend format to be current and relevant? Do we change the role of the Board in terms of the responsibility of planning and organizing a WNGGA? In fact, this will be happening at Niagara Falls in 2004. How far do we go in changing the role and responsibilities of the WNGGA?

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The president has had recent conversations with representatives of the Welsh Tourist Board. New Management of the Tourist Board is now saying that they will no longer provide donations to organizations such as WNGGA unless they can see value in return. In short, the Welsh Tourist Board does not see any valuable dollar return in providing an annual grant of \$5,000 to the WNGGA. This may not be our perception but it certainly is the perception of the Wales Tourist Board. IN addition, the representatives (and others) have said that the WNGGA is not perceived well in Wales (in terms of dollar return) because of the title of the organization referring to the Gymanfa Ganu. It has also been said that the name provides difficulty regarding publication because it is not known to most people

1 This is not a proposal but rather, a point of discussion and thought. There are ways that the
2 WNGGA can expand our exposure in Wales. An example could be by the WNGGA sponsoring the
3 entry of an individual or group in the Wales competitions at a Wales International Day or Eisteddfod.
4 It was suggested that the Wales Arts Council may replace the monies Wales Tourist Board is
5 providing in the event that the Wales Tourist Board withdraws funding. These are points that
6 members of the Board of Trustees are asked to consider prior to future meetings of the Board.
7

8 With regard to communication between board members, President Upshall asked that e-mail be used
9 as much as possible keeping in mind the need to be careful of sensitive material. The WNGGA as an
10 organization can only improve if we critically analyze ourselves and this sometimes requires candid
11 discussions about things that are confidential. The president requested that such conversations be kept
12 confidential between members of the Board only.
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14 9.0 Other Business Items.

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16 9.1 Members of the Board were asked to inform Myfanwy Davies of scholarships offered
17 by other organizations so she can respond to inquiries about scholarships other than
18 that provided by WNGGA.
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20 9.2 WAY Situation. The Executive Director reported that he has met with WAY
21 President Kearney and that conversations will continue when he meets with the 2002
22 Harrisburg Venue Committee. To date it has been discussed that WAY needs to
23 consider a new description for itself as an organization. This may result in
24 recommendations to the WNGGA Board of Trustees for changes in the WNGGA
25 Constitution. One idea is to include WAY as a part of the WNGGA constitution
26 including a provision to keep and manage funds for WAY at the WNGGA
27 Headquarters. WAY, in fact, would then become a part of WNGGA rather than a
28 separate organization and this may assist WNGGA to provide WAY with logistical
29 support. The President of WNGGA will be updated regularly and a report made at
30 the next Mid-Year WNGGA Board meeting in Waterloo, Ontario, in May, 2001.
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32 9.3 Life/Annual Individual Membership. It was agreed that the intent of the motion
33 passed at the September Annual General Meeting was that Individual Annual and Life
34 membership fees would increase as of January 1, 2001. However, Organization
35 Membership will not be changed. It was also noted that in other organizations, life
36 memberships are placed in a separate fund and the funds are held to be spent over a
37 longer period of time rather than immediately. It was suggested that this be considered
38 in the future.
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40 9.4 WEB Site. Question was raised about the cost of WNGGA adding security to its
41 WEB site so that persons might be able to use their credit cards when making
42 payments for registrations, memberships or publications. It was pointed out that the
43 additional cost to make the WEB site secure would be about \$1,000 US per year.
44 Information was provided that Cymdeithas Madog has a secure WEB site and all
45 courses for them have been oversubscribed as a result of the WEB exposure and the
46 provision to book on line. Motion made and seconded (Reese/Martha Davies) that
47 WNGGA initiate a secure WEB site for a trial of one year and that this be reviewed
48 by the Board after the end of the first year. Motion carried without dissent.
49

50 9.5 Publications Prices. The Executive Director recommended that the prices of
51 publications be increased as follows: Regular hymnal--from \$10 US to \$12 US;
52 Large hymnal from \$15 US to \$17 US; Folk song book from \$10 US to \$11 US.
53 The 10 percent discount for orders of 10 or more to the same address would remain

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the same. Motion made and seconded (Reese/Field) that the suggested increases be approved effective January 1, 2001.

9.6 The Executive Director asked that the trustees return the Board of Trustees Information Sheet" to him before they leave Ottawa. This information will be needed for preparation of new stationery.

9.7 2000-2001 Budget. The Executive Director indicated that as there is to be a transition from one Treasurer to another, a draft 2000-2001 budget is not ready for submission to the Board. However, Huw S. Williams, Treasurer, will meet with the Executive Director in early October and a preliminary budget will be circulated to the Board by early/mid-November. Upon receipt of the preliminary budget, Board members are requested to provide feedback through the Treasurer or Executive Director. In the meantime, arrangements are being made to transfer the location of accounts and when that is complete, some changes will be made.

10.0 **Announcements.**

10.1 Mid-year Board of Trustees Meeting: Saturday, May 12, 2001, OGGA, Waterloo, Ontario. The meeting will begin at 12:30 p.m.

10.2 Regular Board Meeting: Friday, August 31, 2001, 9:00 a.m., Fairmont Hotel, San Jose. It was requested that meetings be organized so that members of the Board have one morning free. The President will work on this.

11.0 **Closing Prayer, Adjournment.** Following the closing prayer by The Reverend R. Cerwyn Davies, the meeting adjourned at 9:05 a.m.

Respectfully submitted,

Lynn Owens-Whalen, Secretary

BOT AGENDA ITEM 6.0

MEMO +++ MEMO +++ MEMO

TO: WNGGA Membership

FROM: Ellis J. Jones, Executive Director

DATE: September 1, 2000

SUBJECT: Executive Director Report for 1999-2000

1. Membership. The Life and Annual membership totals for WNGGA as of August 15, 2000, are as follows:

	<u>Mailing List</u>	<u>Add-Ons</u>	<u>1998X</u>	<u>1999X</u>	<u>2000X</u>	<u>Totals</u>
Life	2194	5	262	25	25	2511
Annual	160	7	47	6	4	224
Totals	2354	12	309	31	29	2735

(NOTE: "Add-Ons" Column is the number of additional members whose mailing are combined with another member to the same address.

Numbers in columns marked with X are number of WNGGA members whose mail has been returned to Headquarters with no forwarding address.

2. Publications. The total number of publications sold during the year ending July 31, 2000, and the current inventory of each is as follows:

	<u>Sold</u>	<u>Inventory</u>
Reformatted Hymnal (Regular)	564	4675
Reformatted Hymnal (Enlarged)	144	478
Folk Song Book	107	1352
1999 Minneapolis CDs	381	119
1999 Minneapolis Cassettes	242	108
Other Cassette Recordings:		
1979	--	45
1993	--	1
1994	--	3

3. General

A. Three WNGGA fliers were printed and made available during the year: "What is the Gymanfa Ganu?", "FACTS About the WNGGA," and "Publications Price List."

B. Work is underway to publish a new Phonetic Book for use with the Reformatted Hymnal. It is anticipated that it will be available during the late fall, 2000.

C. In January, Dr. Ronald Green, retired Professor of Education, was approved and accepted a part part time position at the Headquarters to organize the archives materials. Since his start,

he has organized the materials which date back to 1929 into various categories which can be used by researchers on the WNGGA History.

D. The Executive Director has traveled nine times to meet with venue committees or potential venue committees: Ottawa (1), San Jose (3), Harrisburg (2), Phoenix (2), Niagara Falls (1). He has also attended the Ontario Gymnastic Association in April as well as the national convention of the Religious Conference Management Association.

E. Work on streamlining the Headquarters operations has continued:

1) Preparation and distribution of bulk mailings has been taken over by the Gustavus Adolphus College Post Office resulting in substantial savings on handling and postage.

2) Gustavus Adolphus College Buildings and Grounds Department has (at no expense to WNGGA) added wall shelving for more efficient storage of items needed to operate the office.

3) A regular renewal system for annual memberships on the first of each month has been implemented.

F. Increased contacts have been made with Welsh Organizations—11 new organizations have become Organization Life members of WNGGA.

G. A large number of contacts were made with Welsh organizations for trustees to be recognized at St. David's celebrations which the trustees were attending.

H. Copies of publications including not only hymnals and folk song books but also fliers have been distributed widely.

I. Over these past months a very large number of responses to inquiries from across the continent and overseas have been made by voice mail, email, FAX, or "snail mail."

The Executive Director extends special and deep appreciation for patience, assistance, and support to President Reese and the other members of the Executive Committee, the other members of the Board of Trustees, the many venue committee members, Gustavus Adolphus College, and particularly to the Headquarters staff: Mary Henry (part time secretary), Michelle Welshons (part time work study student during the school year), and Ronald Green (part time archivist).