

Chattahoochee Country Dancers
Steering Committee Meeting Minutes – APPROVED
April 22, 2009

Meeting Date: April 22, 2009

Meeting Location: Clarkston Community Center (CCC)

Start time: 6:40 pm

Adjourn time: 10:00 pm

Attendees:

- Steering Committee (SC) Members: Jim Crawford, David Digby, Rob Harper, Jennifer Horrocks, Robert McGregor, Angelika Pohl, Robbin Ryan, Tim Timmer.

Note: Sherry Kilpatrick was unable to attend but gave Jim Crawford written permission to act as her proxy in voting.

- Guests: Alan Gordon, Andrea Nettleton, Ann Whitley, Bill Porter, Bob Kirkman, Brian Matson, Brian Schott, Bruce Tarnopolski, Carole Galanty, Cis Hinkle, Dave Marcus, David Andrews, Doug Singleton, George Norman, George Snyder, Jan Smith, John Scott, Kimbi Hagen, Larry Enlow, Lois _____, Margie Cooper, Maureen Kilroy, Michael Hickey, Nell Ruby, Robbin Marcus, Sally Walker, Scott Russell, Stven Carlberg, Susan Davis, Susan Stone, Tim Cape, Tomas Valenti.
Note: This is close to the actual attendee list, but others may have attended without being noted.

Key Events, Discussions, and Decisions:

- Rob Harper, president, opened the meeting with introductory remarks: he welcomed the numerous guests, expressed regret over misunderstandings since the last meeting, and urged all attendees to engage in civil participation with a view toward clarifying and resolving differences and moving ahead with productive goals.
- Angelika Pohl volunteered to serve as recording secretary in Sherry Kilpatrick's absence.
- The agenda was discussed, revised to add four additional items (i.e., Scheduler Position, Treasurer Position, Web Master and Distribution of Minutes after SC meetings) and approved by the SC.
- Jennifer Horrocks moved that we meet after the official end of the meeting to approve minutes of the meeting so they can be published immediately. The motion was seconded and unanimously approved. However, as the meeting was not adjourned until 10:00 pm, it was deemed too late to reassemble and take on this task.
- The next meeting was set for Sunday, May 17th, 2009 at 6:30. Angelika Pohl volunteered to host. The June meeting was set for Sunday, June 14th, with the location to be determined.
- Jim Crawford addressed issues related to the new venue, CCC: the need to clean the floor and the kitchen, the fact that a security system is in place, the fact that Susan Davis and Scott Russell (in addition to many others) have contributed a lot of work, and that opening and closing the location takes a lot longer now than it used to at Morningside.

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- Rob Harper announced a new system of having two SC members assigned at each dance to serve as official hosts who would perform, respectively, opening and closing tasks, and would welcome dancers, callers, and bands, and resolve issues as they come up, etc.
- Rob Harper addressed the fact that there have been differing interpretations and recollections of what was decided at the last SC meeting relating to changes in scheduling bands and callers. The following motion was made by Robbin Ryan, seconded, and passed unanimously: *To strike the March SC meeting vote to change scheduling responsibilities.*
- In response to a question, Kimbi Hagen, the current scheduler, explained the process she follows in scheduling bands and callers. She pointed out that there are several issues for which she has requested clarification from the SC over the years but for which she has not received advice. Kimbi submitted a list of such unresolved issues to the SC.
- **MOTION 1.** Jim Crawford made a motion to adopt a plan that he described in some detail and copies of which he circulated. Motion was seconded.

Move that CCD establish a committee for Band Policies and Processes with the following charter and structure:

Charter:

- *Develop guidelines for determining the mix of local and traveling bands playing for CCD's contra dances.*
- *Develop policies and procedures for evaluating and vetting local and traveling musicians and bands playing for CCD contra dances.*
- *Develop policies and procedures for developing the musical talent for the future of CCD.*

Structure:

- *Committee will be selected from pool of CCD members willing to volunteer their time to meet the committee's charter and timeline.*
- *From this pool the CCD Steering Committee will choose a limited number of individuals (approximately 6-9) to serve on the committee. The committee members will represent a cross section of the many facets of CCD membership.*
- *The committee members will do the work (e.g., documentation of policies and procedures) of the committee based on input and feedback from the broader CCD dance community.*
- *Committee meetings will be open to the full CCD membership and published on the CCD website (www.contradance.org)*
- *Working sessions may be conducted by subcommittees.*

Suggested Timeline:

- *The committee will target implementation of the policies and procedures for scheduling Q4 2009.*
- *A detailed progress report will be delivered to the SC at the regular May meeting.*
- *Policy and procedure recommendations will be presented at the SC meeting in June for approval.*

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A lengthy discussion ensued that addressed the details of the plan, how the proposed committee should be constituted, whether the establishment of a committee would further delay decisions or would actually produce a new plan in a timely fashion, and whether any new plan would meet with acceptance by all interested parties (dancers, musicians, callers).

Angelika Pohl expressed skepticism that the establishment of a committee would actually result in any changes and described briefly, and circulated copies of, a new and different approach to band selection, designed by Stven Carlberg. Comments from the floor suggested that the proposed new committee could and should carefully consider new approaches, such as this one.

- **AMENDMENT 1:** The following amendment was proposed by Robbin Ryan and seconded.

To strike the sections titled “Charter,” “Structure,” and “Suggested Timeline” from original MOTION 1 and to revise the first sentence to read “CCD establish a committee for Band Policies and Processes, chaired by a SC member and composed of 4 dancers, 2 musicians, and 2 callers, to be selected by the committee chair from a pool of volunteers.

- **AMENDMENT A to AMENDMENT 1:** After additional discussion, Robbin Ryan proposed the following amendment to the amendment. The amendment was seconded.

The entire “Charter” section (Bullets 1, 2 and 3) from the original MOTION 1 and Bullets 1, 3, 4 and 5 from the “Structure” section would be reinstated.

AMENDMENT A to AMENDMENT 1 passed with 6 in favor and 2 opposed. The chair did not vote.

AMENDMENT 1 to MOTION 1 passed as amended by AMENDMENT A with 7 in favor, 0 opposed and 1 abstention. The chair did not vote.

- **MOTION 1 as amended by AMENDMENT 1** now reads:

CCD establish a committee for Band Policies and Processes with the following charter and structure:

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Structure:

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The chair restated the motion as amended and MOTION 1 passed as amended with 5 in favor, 2 opposed and 1 abstention. The chair did not vote.

- **MOTION 2.** Robert McGregor proposed the following motion and it was seconded:

Appoint Tim Timmer as Scheduler for bands, callers, and sound techs.

The main points of the ensuing discussion were to clarify how the scheduler makes decisions, to point out that the scheduling task is complicated and would need the current scheduler's guidance (Kimbi Hagen), that it would be desirable to have more than one person doing the scheduling, that insofar as the scheduler implements the SC's policies and insofar as these policies are to be reviewed and revised by the new committee, this would not be an opportune time to change schedulers.

- **AMENDMENT 1 to MOTION 2.** Robbin Ryan proposed the following amendment to MOTION 2: The amendment was not seconded and the amendment was not considered.

Tim Timmer work with the scheduler Kimbi Hagen until the recommendations for changes from the Band Policy and Processes Committee are enacted.

MOTION 2 was voted upon and defeated with 2 in favor, 4 opposed and 2 abstentions. The chair did not vote.

Motion to Adjourn by David Digby. Seconded and passed.

Respectfully submitted by Angelika Pohl, substitute recording secretary

These minutes were approved by e-mail by the CCD Steering Committee on April 29, 2009 with the following votes:

In favor: 5
Opposed: 0
Abstaining: 1 (Not present at the April 22, 2009 meeting.)
No vote cast: 3

The following documents were distributed as handouts during the April 22, 2009 CCD Steering Committee Meeting:

- Agenda (revised during meeting)
- CCD Band Selection Proposal (Stven Carlberg)
- SHARED GOAL: Best Possible Musical Experience Each Friday Night (Kimbi Hagen)
- Band Scheduling Overview (Rob Harper)

The content of these documents was not reviewed for accuracy nor approved as part of CCD's official business by the Steering Committee. They are included in the package for information purpose ONLY.

**This page and the documents and
pages beyond this point are**

UNOFFICIAL.

They are included

**FOR INFORMATIONAL
PURPOSES ONLY.**

AGENDA

- Call to order

- Old Business
 - Next meeting date\time\host
 - Clarkston – opening\closing roles, other urgent items

- Current Business
 - Friday Night Music Discussion

- Future Business (for consideration at future meetings)
 - Waltzing
 - Budget for 2009-2010 Fiscal Year
 - CCD Community Picnic
 - November Dance Weekend
 - “Electrical” Benefit Dance

- Adjourn

CCD Band Selection Proposal

1. Local Band Rosters for Friday Night Dances.

The Steering Committee will establish and maintain a rotating Roster of local bands to be scheduled at the Friday night CCD dances. Twice a year the Steering Committee members will be polled to determine which six local bands will appear on the new Roster. A Spring Roster (for bands to be scheduled March to August) will be settled in the preceding November, and a Fall Roster (for bands to be scheduled September to February) will be settled in the preceding May of each year.

2. Preliminary Canvas. In October and again in April there will be a preliminary canvas for names of bands to appear on a ballot. Each band to appear on the ballot shall be recommended and nominated by one member of the Steering Committee who has heard the band play and who can supply the names of the musicians in the band, and seconded by another Steering Committee member. Additionally, the band must confirm their availability to be scheduled during the upcoming Spring or Fall six-month term.

3. Ballot of Bands. The ballot developed by this preliminary canvas, to include the names of the bands, the names of the musicians in the bands, and the names of the nominating Steering Committee members, will then promptly, no later than three weeks before the date of the final selection, be made available to every member of the Steering Committee.

4. Final Selection. Each Steering Committee member may and should submit one ballot, voting for no fewer than three and no more than six of the nominated bands. Members unable to attend the May or November meeting where the final selection is made may submit their ballots by hand delivery or by e-mail in advance of the meeting. In order to facilitate clerical precision, the voting member should sign the ballot. The votes will be tallied by the Secretary with another member assisting, and these two members should submit their own ballots before tallying the votes. The tallying will take place, and the result of the votes will be announced, at the May meeting and at the November meeting.

5. Band Rotation. The six bands which receive the most votes will be named to the Fall Roster or the Spring Roster respectively, with the following exception:

(a) In order to promote variety, one band will be selected for the new Roster which did not appear on the previous Roster, this being the band from among those thus qualified which received the most votes; unless, however, there is no such band which received at least two votes.

(b) After one Roster spot has been claimed by a band which did not appear on the previous Roster, the other five spots will be filled by the five bands which received the most votes, without regard to whether they appeared on the previous Roster or not.

6. Implementation of the Rosters. Each band on the Spring Roster will be scheduled for three Friday nights during the March-August period following their selection in November. Each band on the Fall Roster will be scheduled for three Friday nights during the September-February period following their selection in May. Thus the six Roster bands will play a total of 18 of the 26 Friday nights during each respective period; the other 8 nights will be played by bands visiting from out of town.

If because of logistical reasons it becomes impractical to adhere to these numbers exactly, the Band Scheduler may vary from them and provide a brief written explanation to the Steering Committee.

7. Informed Voting. It is within the discretion of the Steering Committee members to gather information about the bands and the tastes of the CCD community by publishing the names of the nominated bands in advance of the final selection, listening to recordings, relating experiences, etc. They need not vote simply for their favorite bands each time but may try to encourage variety or achieve other goals of the dance community.

SHARED GOAL:

Best Possible Musical Experience Each Friday Night

UNMET NEEDS:

- 1. DEVELOPMENT: Process for taking advantage of huge metro Atlanta population to intentionally promote the growth, evolution, and diversity of our musical pool**
 - How do we locate promising new musicians?
 - How do we train musicians to be contra musicians?
 - How do we solicit or create novel bands?

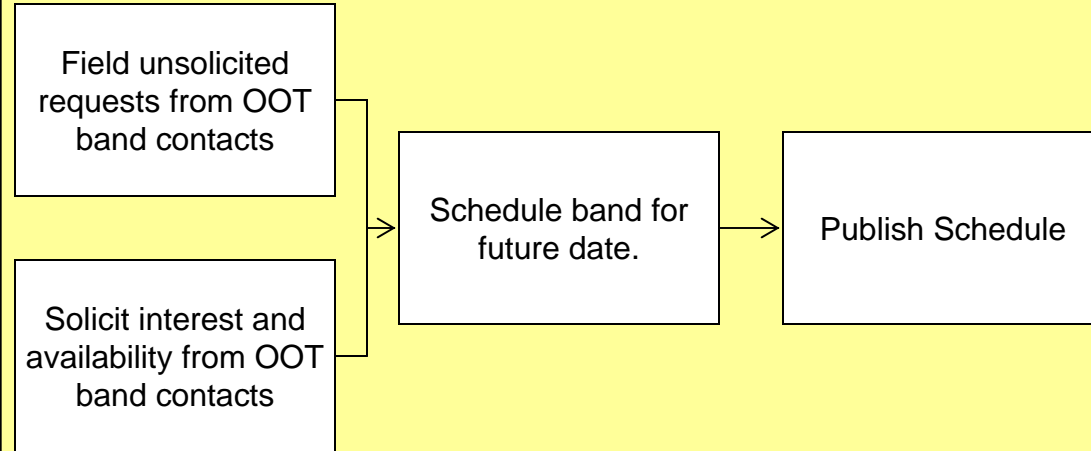
- 2. ELIGIBILITY: Policy governing who is eligible to swim in the Friday night “Pool”**
 - Under what conditions do we add new or novel bands to the pool?
 - Under what conditions, if any, would a reconfigured band have to re-apply to be in the pool?
 - Under what conditions does a pickup band become an established band?
 - What constitutes a “local” band?
 - What constitutes a “good” band?

- 3. OVERSIGHT: Protocol for maintaining a healthy pool**
 - Who addresses identified problems with existing bands?
 - How often are any/all of the bands in the pool evaluated?
 - What is the procedure for evaluating a band?
 - Who does the evaluating?

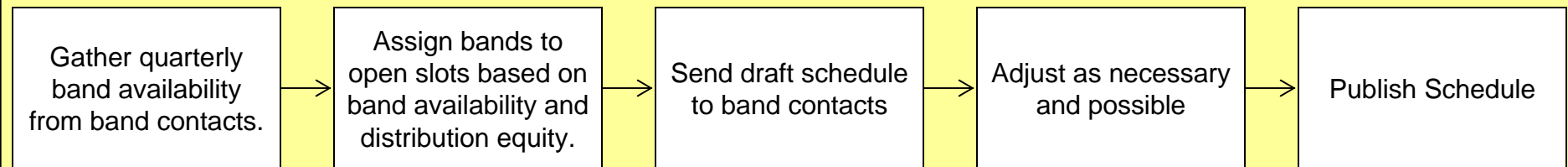
- 4. Committees to oversee and implement #1-3**
 - Committees and subcommittees for each of #1-3
 - SC ‘committee of the whole’ to make decisions based on committee/subcommittee findings

- 5. Deadlines for the Committees to make their recommendations and the Steering Committee to make their decisions**
 - Immediate decisions needed based on Eligibility and Oversight committee findings
 - “Soon” decisions needed based on Development committee findings
 - Ongoing, periodic inclusion in the SC agenda revisiting all three committees

“Known Quantity” Out of Town Bands (Throughout year. Typically 3-12 months in advance.)



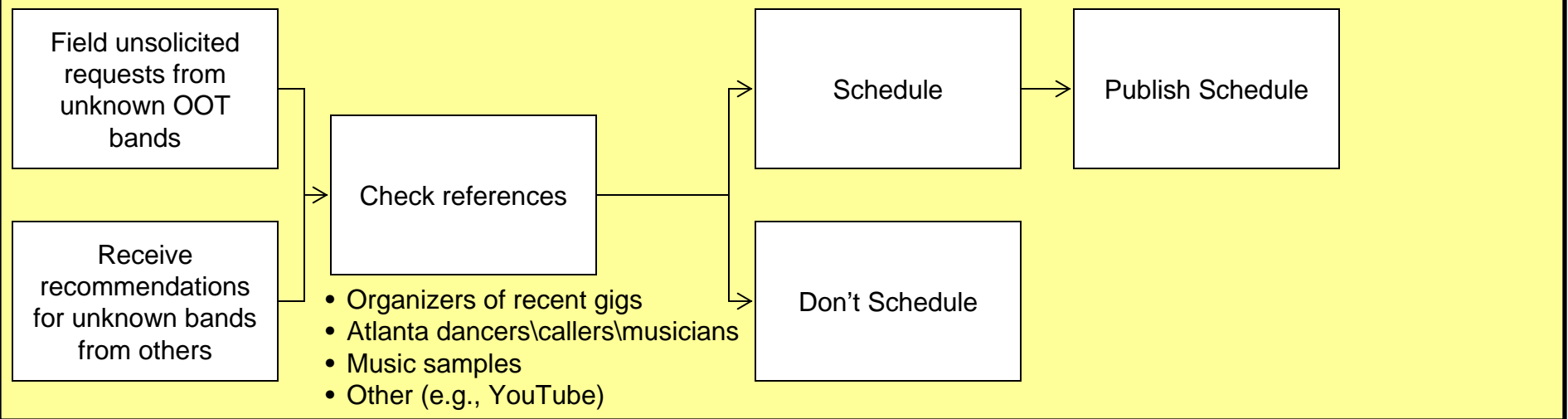
Current Pool of Local Friday Night Bands (2-3 months before start of next Quarter.)



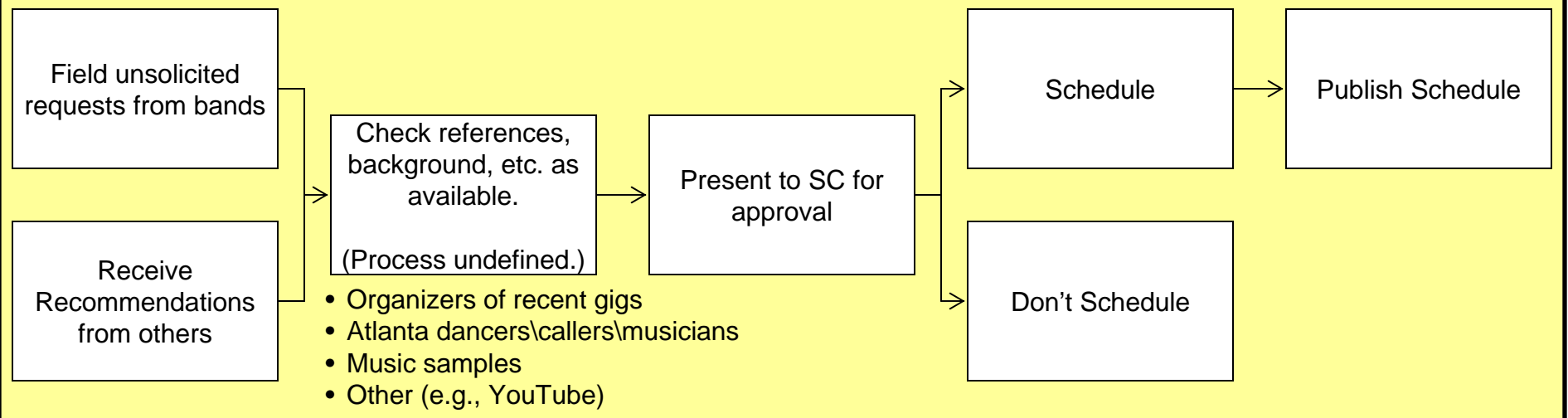
Inputs used for scheduling bands:

- Local\OOT Mix Guidelines set by SC
- Band Payment Schedule set by SC
- List of local bands approved by SC for Friday nights
- Band Contacts developed over time by scheduler
- Calendar with open dates available for scheduling bands
- CCD Band Scheduling Guidelines approved by SC January 2007

“Unknown” Out of Town Bands



“New” Local Friday Night Bands (maybe be established, brand new or re-configured bands)



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“Fill-In” Band. (For dates with no local bands available.)

