

OREGON FEDERATION OF SQUARE AND ROUND DANCE CLUBS



MINUTES OF STATE MEETING HELD JANUARY 30, 1994
EUGENE, OREGON

State President Benjamin Brown called the meeting to order at 9 a.m. Past President Janet Wilken gave the invocation and First Vice President Rex Anderson led the flag salute.

All elected and appointed officers were present, with the exception of Sunset Empire Delegate Ken & Eva Moore (Del & Bonnie Neimi, sub.) Active Goodwill Ambassadors not present were George & Bernice Gruchalla and Jim & Marge Neely.

mtn Lowell Chamberlin moved Lee Ashwill (Barbi) replace Larry Green as parliamentarian for the remainder of the term. Rex Anderson seconded. Motion passed.

mtn Recording Secretary noted reports of 94 Mid-winter & 95 Summer Festival Chairpersons were omitted. Rex Anderson moved the minutes be approved with this noted. Lola Robello seconded the motion. Passed.

PRESIDENT BENJAMIN & PENNY BROWN recognized Del & Sheila Fleming for a fantastic week-end. Bill & Donzella Leahy, immediate past president of Washington State Federation were introduced. It was noted there were 30 Silver Star rigs parked here from Washington.

FIRST VICE PRESIDENT REX & SYLVIA ANDERSON are enjoying this festival.

1994 Mid-Winter Festival-Del & Sheila Fleming. Pre-registration is very vital to help pay bills. Will have full report next meeting.

1995 Summer Festival-Janet & Doug Wilken. Dates are July 14, 15, & 16, 1995. Letters were sent to 7 National Callers & 5 National Cuers. Prices range from \$850 to \$1200-plus expenses. Contract for Fairgrounds is being negotiated. A former Mid-Willamette club donated their final funds of \$225 to the 1995 Summer Festival. We are very pleased about this. J. R. Sparks, not available for 1995, is available for 1996. He is from Indiana.

OFN-Linda & Dan Bowser. Using my typesetting and recycled paper is keeping us in the black. OFN printer equipment has been cleaned. The printer is getting worn. 1200 New Dancer Issues were printed at a cost of \$487.80. Postage will be going up. Please do not submit material that may violate copyright laws. Recommend purchase of a fax machine, however Benjamin is loaning us a Winfax to receive incoming material.

mtn Rex Anderson moved the printers of the OFN be presented with a gift certificate of \$30. Rex Bounds seconded. Passed.

mtn Rex Anderson moved the President appoint a committee, not to spend

Square Dancing is Official State Dance of Oregon

more than \$250, to seek the advise of an attorney with expertise in copyright law for the OFN. Janet Wilken seconded. Catherine Hicks moved to amend by adding and the Oregon Federation. Janet seconded. Amendment passed. Motion as amended passed. Barbi Ashwill was appointed as chairman.

mtn Rex Anderson moved the Federation allow up to \$550 for the purchase of a fax machine & line manager. Dorothy Daggett seconded. Marie Towe moved to amend by changing the word machine to system.

Carolyn Pape seconded. Amendment passed. Motion as amended passed.

Bob Bosch, Ron Schmidt & George Gierloff were excused to count ballots.

SECOND VICE PRESIDENT LOWELL & DONNA CHAMBERLIN notes main job is the directory and is looking for cover suggestions.

RECORDING SECRETARY CATHERINE & MATTLON HICKS reminds that written reports are important so names and places are correctly spelled.

CORRESPONDING SECRETARY NANCY & KEN CARSON sent thank you, get well, and sympathy cards out, and read thank you note from Florence & Warren Engdahl for plant received. Letter from Hal & Virginia Myers, Central Oregon Council regarding July 9 State Meeting in Prineville was read. 128 clubs received ballots regarding proposed constitution & by law changes. 48 clubs did not vote. Those were Blue Mt. 1; Eastern Oregon 3; Emerald Empire 5; Interstate Highlanders 1; Lincoln-Tillamook 1; Mid-Willamette 10; Portland 9; Rogue Sis-Q 5; South Coast 4; Tualatin Valley 6; Umpqua 3.

Ballots for election of officers will be out in March so if any changes in secretaries have been made I need to know.

Buddy Randall is in a nursing home and card was passed around to sign.

TREASURER CAROLYN & JOHN PAPE notes funds for insurance are: Administration Fund-pays expenses for administrating the fund and where your 10¢ per person goes; Festival Fund has 50¢ per person from each ticket; Premium Fund has monies collected per person and from clubs-10¢ per person of this will be transferred to the Administration Fund. Teen and Fairview Funds were also discussed. Extra statistics are included for OFN advisory board information. Reading this report will save a few phone calls for you. Linda's typesetting is saving us a lot of

mtn money. Catherine Hicks moved the treasurer's report be accepted. It was seconded by Nancy Carson and passed.

mtn Carolyn moved the old OFN computer be donated to Fairview. Dorothy Daggett seconded the motion. Passed.

MEMBERSHIP TONY & LOLA ROBELLO has no new clubs in the works for membership in the Federation. Check your council area for non-federated clubs to join our Federation. Badge Board is being updated. Tony moved he rebuild or replace the existing badge board before May at cost of materials. Lowell Chamberlain seconded. Passed. Club information forms will be in the mail shortly.

mtn

PAST PRESIDENT JANET & DOUG WILKEN passed out flyers for Fairview Benefit Dance to be held April 10 from 2 to 4 p.m. with Jim Voll as caller and Joyce Voll as cuer. Project for this year will be a background music system for the snackbar. Project goal is \$2150. We would appreciate all help in promoting and publicizing this special dance. Please make all checks payable to "Oregon Federation" not to Fairview. Greeter and cashier work schedule will be sent to officers early in March.

See me for Early Bird Certificates for the National in Florida.

Proposed slate of officer candidates presented by the nominating committee was:

FIRST VICE PRESIDENT: Lowell Chamberlin (Donna)-South Coast
Douglas Pederson-Mid-Willamette
Guy Fine-Portland

SECOND VICE PRESIDENT: Lee Ashwill (Barbi)-Mid-Willamette
Bob Bosch (Carolyn-Tualatin Valley

RECORDING SECRETARY: Nancy Carson (Ken)-South Coast
Donna Krossman-Tualatin Valley

CORRESPONDING SECRETARY: Shirle Gierloff(George)-Mid-Willamette
Lola Robello (Tony)-Portland
Marilyn White-Eastern Oregon

TREASURER: Carolyn Fape (John)-Emerald Empire

MEMBERSHIP: Linda Lambert (Ralph)-Mid-Willamette
Loretta Traveller-Portland

President Brown called for nominations from the floor for the office of Membership Chairman. Catherine Hicks moved nominations be closed. Dorothy Daggett seconded. Passed.

President Brown called for nominations from the floor for the office of Treasurer. Beth Christianson nominated Jim Chassée. Rex Anderson moved nominations be closed. Nancy Carson seconded. Passed.

President Brown called for nominations from the floor for the office of Corresponding Secretary. Nancy Carson moved nominations be closed. Rex Anderson seconded. Passed.

President Brown called for nominations from the floor for the office of Recording Secretary. Rex Anderson moved nominations be closed. Dorothy Daggett seconded. Passed.

President Brown called for nominations from the floor for the office of Second Vice President. Nancy Carson moved nominations be closed. Rex Anderson seconded. Passed.

President Brown called for nominations from the floor for the office of First Vice President. Dorothy Daggett moved nominations be closed. Lola Robello seconded. Passed.

Parliamentarian-Lee & Barbi Ashwill. Reports from ballots on constitution & by laws changes were: Changes in Article I--67 yes, 2 no; Changes in Article VII--67 yes, 2 no; Changes in Article VIII--67 yes, 2 no.

Publicity & State Reporter-Ed & Mary Warmoth. KOIN TV Channel 6 on Jan. 25 broadcast square dancing from the Portland Square Dance Center in the 6 to 7 a.m. spot. Video tape copies are available of the 19 squares participating. A promotional film for 94 is also available. For \$15 clubs can have an ad in the Official Program Booklet--details are listed on page 5 of Jan. OFN. Each Delegate has been presented a promotional packet for the 43rd National. Congratulations to Linda & Dan Bowser for the New Dancer Issue. Thanks to Washington Footnotes (Ken & Ginny Trimble Editors) for publicity given our Federation. Bob Bosch, TVC, challenges the other councils as they are advertising all 16 of their clubs and the council in the Program Booklet. Total cost of \$255.

Financial Advisor-Jean & Hank Brigl. There have been many advances and changes since 1972 when I began serving on this board. We are now computerized, have Corporate Documents in place and State of the Art Treasurer Reports. You are all to be commended.

Education-Doug & Stacey Pederson. The State Legislature is reviewing recent rulings and will be writing implementation of License Plate Rules & Regulations. If a hearing is to be held, we will let all we can know. Would like delegates to present designs from their area for this plate.

Historian-Lou & Evelyn Benjamin. We are always looking for pictures and flyers of special dances, birthdays, etc..

COMMITTEE REPORTS

Insurance-Gary & Carolyn Smith. A recent injury claim highlights a need to keep accurate, updated records, especially when members go from class to member status or pay dues late. All clubs in the Federation are presently covered. 100% participation is required of the insured club. Written report regarding suggested update of Practices & Procedures was read. Catherine Hicks moved this report be accepted. Dorothy Daggett seconded. Passed. Beth Christiansen moved The Oregon State Federation temporarily accept proof of insurance from The Muddy Frogs Square Dance Club until such time as the Insurance Committee can further investigate. Investigation is to be completed before May 1. Seconded by Rex Anderson. Passed. 3 bids for insurance carrier are to be ready by May meeting.

BMI/ASCAF-Ralph & Linda Lambert. BMI has not made any changes to their agreement. We pay .045¢ per attendee at festivals to BMI. ASCAF has provided us a new license agreement. Instead of paying \$50 per day, we now pay .052¢ per attendee at festivals to ASCAF. This is more equitable to the smaller summer festivals, but will cost Mid-Winter slightly more.

1994 National-Don & Shirley White. Our registration now has exceeded 13,000. A strong effort needs to be made to get Oregon Dancers to register. Packets were passed out by Ed Warmoth registration, maps and other information. Also contains information as to how your club will benefit from participation. (Note correct price of OFN is \$12). We do need more people to donate time to work in registration and also as volunteers to work at the convention. All who want to go to pre-convention please let us know. Support Alabama April 6-10. Address for Trail Through Dances are Marv & Tana Baker--25080 Territorial Court--Veneta, Or. 97487--Phone (503) 935-7580. Flyers or ads do need good directions in relation to travel corridors. We appreciate all your support. There is still Alaska Cruise room.

Youth Activities Coordinator-Sandra & Richard Finch. Tenderfoot Teens hosted the Mid-Winter Teen Program, programing youth dances and after parties both Friday and Saturday and two Saturday afternoon workshops. Some youths were even dancing A-1 !! We have reports of youth groups formed in Portland and Grants Pass and of lessons with youths in Sweet Home, Florence, Lebanon and Eugene/Springfield. Adults are still needed to chaperone during their activity hours. Sign up with Ron & Jan Frerk--3596 Edward Dr. S.E.--Salem, Or. 97302--ph (503) 362-5344. These will be two hour periods.

State Fair-Ken & Ardelle Wolf. No report.

State Trailer Coordinator-Jim & Avis Kincaid. Trailers were used 9 times by 8 groups during 1993. No major work needs to be done other than floors recoated or refinished. Trailers are being returned with out boards between floor and fold-out floor extensions, resulting in a worn streak the length of center floor. Suggest forfeiture of $\frac{1}{2}$ of the deposit for this.

ORDTA-Ray & Virginia Walz (John & Hope Anderberg sub.). 15,000 packets for the Rose City Ball to be held Sat. night of Convention in the 4 Convention Ballrooms are being prepared. Ray Walz had knee surgery on Jan. 13 and is recovering nicely.

Round Dance Screening-John & Hope Anderberg. March Round of the Month is "Manuella II" by Dan & Doris Sobala-picked by Emerald Empire. April Round of the Month is "Blame It On Your Heart" by Don & Linda Hichman-picked by Interstate Highlanders. Quick Cues error for Jan. Round of the Month is corrected in the Feb. OFN. Next 3 areas to pick rounds are Lincoln-Tillamook, Mid-Willamette and Portland areas. It was also noted that some dances being selected cannot be taught in the 30 minutes as in suggested guidelines and one had a figure above phase II, by a delegate.

President Brown would like to have a table set up Sat. night before meetings where information from Treasurer, Insurance Chairman and other pertinent information for the next day's meeting can be made available for people who are voting members.

OLD BUSINESS

Douglas Pederson passed out and reported on Constitution & By Laws updates. Dorothy Daggett moved this report be accepted as submitted. Rex Bounds seconded. Passed. Please update your Practices & Procedures with this. He also recommended changes in Fairview and Festival pages to bring them in line with today's actual practices. Committee is continued.

Janet Wilken reported Woods wished their award to be given as presented at last meeting. Chairmans Award will be given on largest percent of club members attending Summer Festival. In the event of a tie, the club traveling the farthest will win. No club is eligible two years in a row. Sponsoring area clubs are not eligible and clubs must be members of the Federation of Oregon. Janet moved to accept the Wood Award as written and place the guidelines in the Practices & Procedures along with guidelines for the Chairmans Trophy. Lowell Chamberlin seconded. Passed.

Del Fleming reported on the Randall Award, noting a change on line 29 that names of nominees will be published in the Jan. issue of OFN; Although only one person or couple will receive the award, all nominees should be recognized. Janet Wilken moved we approve the change in the report on the Randall Award. Dorothy Daggett seconded. Passed.

NEW BUSINESS

Carolyn Pape moved there be a feature article in the OFN about each Randall Award Nominee, one a month. Nancy Carson seconded. After discussion about who would do this article Dave Cameron moved this be tabled. Nancy seconded. Passed. Carolyn Pape moved information about the Randalls and why the award is made be placed on the back of the plaque.

Dorothy Daggett seconded this motion. Passed.

mtn Rex Anderson moved the Mid-Winter & Summer Festivals, Fairview, State Fair and Education Seminar include the cost of advertizing in their respective budgets. Dorothy Daggett seconded the motion. Rex moved to amend by adding effective Sept. 1994. Dorothy seconded. Carolyn Pape moved to further amend by adding and all other state functions after Education Seminar. Rex Bounds seconded. Amendment to the amendment passed. Amendment passed. Main motion as amended passed.

mtn Rex Anderson moved the 75¢ charge for each issue over 5 free copies of the OFN be waived for this time and this be submitted to committee for review. Shirle Gierloff seconded the motion. Passed.

mtn Catherine Hicks moved the positions of ORDTA & Round Dance Screening Chairman be made one position. Lola Robello seconded. Record research indicates non attendance at most meetings of one or both. Dave Cameron moved to table this until May meeting. Rex Bounds seconded. Passed.

President Brown noted that 30 days prior to a meeting business is to be given to the President. This is only fair to all the board members and would prevent having to table and bring up again such business.

DELEGATE REPORTS

Blue Mountain-Dorothy & Charlie Daggett. Baker City Elkhorn Swingers and LaGrande Star Promenaders each have 12 new dancers and Alpine Twirlers have 16. Star Promenaders are having square dance and line dancing with Bonnie Berry and Steve Wilson is helping with clogging. Plus are alternatng between LaGrande & Elgin and workshops have resumed in Elgin with mainstream and plus being danced. Paul Terry and son Clifton are learning to call plus to help out Bud Rogers and Ann Colton. Trail Thru-Dance scheduled for June in Baker City has flyers in Arizona already. A theme contest for the 1998 Summer Festival is underway. Elkhorn Swingers hosted last council meeting and Alpine Twirlers will host April's meeting.

Bill Williamson, council president, has undergone reconstructive surgery following a year of treatment for colon cancer, but is still dancing. Tom Williams is also recuperating from cancer.

Central Oregon-Marie & Bob Towe. Ron Bliven has lessons at Sisters with 4 squares. Halfway Beginner Dances are being planned. Larry Sprout called Sagebrush Shufflers New Years Dance in Prineville. Marc Chambers will call Pie Night Charity Dance with monies going to J Bar J Boys Ranch. I have new Visitors Brochures for Square Dancing in Central Oregon. April Council Dance will be sponsored by Swinging Mountaineers.

Eastern Oregon-Linda & Bob Holden. Grand Squares held their annual Christmas Dance at Rock Creek School with Dick & Marge Pentecost calling & cueing. They plan lessons the first hour of every dance. In Nov. Muddy Frogs had a food bank and Toys for Tots Dance and Dec. had Christmas potluck and dance and New Years Eve Dance and hosted the E.O. Council Dance. Oscar & Deanna Stout were married on New Years Day. Rocket Squares of Pendleton are dancing only once a month now. Square Knots had annual weiner roast and Christmas Dance. New Years Dance was small. Lessons have begun. May State Meeting will be held in Milton-Freewater May 15. This is the same weekend as the Balloon Stampede in Walla Walla so get your room reservation as soon as possible. Flyers were passed out with motel information on the back.

Emerald Empire-Dave & Betty Cameron. Area will send copies of state minutes for each club delegate so they can be discussed at the area

meetings. Insurance forms go out Sept. 1. Council screens clubs so dancers pay only one time (some belong to more than one club) and then pays insurance to State. Council will change to 2 year terms for officers. Benefit dance in April will be for Food for Lane County. \$200 is being donated to Fairview by Emerald Empire.

Interstate Highlanders-Helen & Don Schreiner. Area dancers were very generous with donations to Toys for Tots, Food Bank and sharing with the less fortunate in our area during the holidays. Tule Twirlers hosted Jan. Council Dance and netted over \$300 for St. Judes Hospital. Callers Ben Casad, Larry Sprout & Irene Womack and Cuers Bud & Dolores Trowbridge & Bert Casad donated their time. Area cuers suggest Round of the Month guidelines be followed more closely. Whale Tail is not a phase 2 figure and some of the sequences are confusing. We send our sympathy to the family of Coy Puter who died in Dec. Mary & Coy have danced for many years and will be missed by all.

Lincoln-Tillamook-Nancy Morrissey. Cheddar Squares Plus Club of Tillamook continue to dance once a month--with Les Seeley in Feb. and to Frank Gonzales in March. They are looking for a permanent caller. Waldport Sunset Squares have 3 squares and one plus beginners with Charlotte Jeskey. New officers began in Jan. Feb. area meeting will be in Lincoln City. Coast Swingers will host April's meeting.

Mid-Willamette-Shirle & George Gierloff. MWA Capitol Callers & Cuers will have Spring Fling in April. Red Hots will have guest callers as Ron Lewis retires the end of March. Friendly Squares, a traveling club, has now disbanded and donated their treasury of \$227.76 to the 1995 Summer Festival. Area expresses our thanks.

Portland-Lola & Tony Robello. Council has made over \$900 on sale of Entertainment books. Rose Festival Dance will be a trails-end dance at Mr. Hood Community College with the Cruise Brothers calling and Dennis Smith will cue. Council will purchase Legacy Square Dance signs to use in the area of Oak Grove Community Club where council meets and dances. 100 dancers were at Portland Square Dance Center when Channel 6 filmed us live for the early morning news show. Les Seeley called and Tami Ward cued. Council President Gary Weidemann went for emergency surgery last week. We wish him a speedy recovery. Next council dance will be in April at Oak Grove Community Club.

Rogue Sis-Q-Rex & Jeri Bounds. Council Midway Dance for new dancers collected and delivered gifts to Fairview for Christmas. Preparations are made for Pear Blossom Festival in April and Diamond Lake Festival in July. Rogue Valley and Josephine County Square Dance Centers are having Trail-In Dances for the 94 Convention. Lords & Ladies benefit was several boxes of food for Food Access in Ashland. Shamrocks have cancelled all dances due to lack of members in area.

South Coast-Karel & Don Morris. Skyloft will graduate beginners in Feb. and Saints-N-Aints in March. If parents are taking lessons and bring their children, the children get lessons free at Sets In Order. This is a good way to get entire families involved. 20 RVs were at the weekend of New Years at Driftwood Hall and Skyloft Squares pajama party. Saints-N-Aints "50s & 60's" dance in Feb. will see lots of saddle shoes and poodle skirts. Next day will be Easter Seal Dance hosted by Skyloft Squares for Camp Easter Seal. South Coast is revising and updating their by-laws.

Sunset Empire-Ken & Eva Moore (Del & Bonnie Neimi sub.). Revised by-laws will allow 2 voting delegates from each club to the council. Hayshakers will graduate beginners soon. Harvey Hunsucker will have classes for Clatskanie Promenaders in Svensen Grade School. Promenaders attended Hayshakers 36th Birthday Dance.

Tualatin Valley-Beth Christensen. Area is again solvent and have used Fair-plex monies to pay for ad in program book for all TVC clubs. New Member Jamborees have good cooperation of old members. TVC Nominating Chairman has a full slate of officers to present for election. Do you have your tickets for 94 Convention before price goes up?

Umpqua-Rainey Groshong. Buckeroos and Boots & Calicos (using 15 week schedule) held graduation in January and many attended Mid-Winter. Umpqua Area will hold dances on selected 5th Saturdays. Tri-N-Square Club of Myrtle Creek is disbanding. Warren Engdahl, after back surgery and 3 weeks of re-hab is doing well and free of pain.

ACTIVE GOODWIL AMBASSADORS

George & Bernice Gruchalla. Absent. We were in Salem for Christmas and brought back revised pre-registration blanks for distribution. We see some Oregonians at our dances. The red carpet is out for company.

Jim & Marge Neely. Absent. Ill with flu, etc.

Ed & Mary Warmoth. In April we will be traveling with the Oregon Delegation for 1995 pre-convention meetings in Birmingham and then on to Mary's 50th High School Reunion. Will visit Silver Stars Club in Vancouver to find out where they get all their get up and go.

Don & Shirley White. Welcomed Donzella & Bill Leahy who said they were enjoying our meeting and of course the Festival and are registered for next year as well as for National.

Jack & Rosemary Williams. We have been Angels for Ron Bliven's beginning 32 members. Visited Pleasanton, Tracy & Modesto and danced with Terry Mosier at Camp Park near Pleasanton for a workshop with "Dancing By Definition" before the Flus Dance. Was presented with a rock as I locked my keys in the van. Passed out registration forms, etc.

9 Past State Presidents were at FOOF meeting and 11 at Mid-Winter.

Buddy Randall is now in a nursing home.

Next meeting at Milton Freewater, May 15. Get registrations in early because of Balloon Stampede. Morgan Inn has 20 rooms set aside until March 1 (800-533-4017)

Meeting adjourned.

Respectfully submitted,

Catherine Hicks

Catherine Hicks

Recording Secretary

Oregon Federation of Square & Round Dance Clubs

1/30/94

Directory Corrections

pg 23--Muddy Frogs Pres--Larry Aichele--same address

Pg 59--Rainbow Cloggers

Pres: Shirley Beman (Larry) ph 888-9331
1480 Lakeshore Drive..Coos Bay 97420

Sec: Faye Allen Ph 271-3426
Box 431 Reedsport 97467

Del: Shirley Beman (Larry) ph 888-9331
Alta Rudder

Classes: Mon & Wed--6-8:30 p.m.

OREGON FEDERATION OF SQUARE & ROUND DANCE CLUBS
FINANCIAL STATEMENT FOR PERIOD ENDING DECEMBER 31, 1993

	BEGIN. BAL. 10-31-93	RECEIPTS	DISBURSEMENTS	ENDING BAL. 12-31-93
TOTAL FEDERATION	49337.74	21251.62	22761.04	47828.32
Mid-Winter Festival Fund	4000.00	-0-	-0-	4000.00
Festival Loan Fund	4000.00	-0-	-0-	4000.00
Contingency Fund	2000.00	-0-	-0-	2000.00
Insurance Funds				
Administration Fund	795.18	598.10	194.94	1198.34
Festival Ins. Fund	2958.22	-0-	1620.25	1337.97
Club Premiums Paid	-0-	12569.90	12245.85	324.05
Oregon Federation News	10592.60	7948.80*	6140.22	12401.18
Designated Funds				
Fairview Fund	544.04	-0-	-0-	544.04
'94 Nationals Fund	83.19	-0-	-0-	83.19
Teen Activity Fund	421.85	-0-	-0-	421.85
GENERAL FUND	23942.66	134.82	2559.78*	21517.70

*Reflects \$508.80
Interfund Transfers.

CASH ON HAND

Checking Account	45337.74	18692.69	22313.73	41716.70
Bank of America (28598-00879)				
Accounts Receivable	-0-	2111.62	-0-	2111.62
Festival Loans Receivable	-0-	-0-	-0-	-0-
Accounts Payable	-0-	23.87	23.87	-0-
Mid-Winter Festival Account	4000.00	-0-	-0-	4000.00
1st Instertate (396-004642-6)				
TOTAL CASH ON HAND	49337.74	20828.18	22337.60	47828.32

OREGON FEDERATION OF SQUARE & ROUND DANCE CLUBS
FINANCIAL STATEMENT FOR PERIOD ENDING DECEMBER 31, 1993

	Nov	Dec	Yr to Date	Budget	% Budget
GENERAL FUND RECEIPTS					
Dues	-0-	5.00	5.00	400.00	1
Directory Sales	33.75	-0-	1733.85	2200.00	79
Festival Income	-0-	-0-	-0-	8950.00	
Misc. Income	-0-	-0-	11.00	100.00	11
Interest Income	46.04	50.03	189.72	500.00	38
TOTAL INCOME	79.79	55.03	1939.57	12150.00	16
GENERAL FUND DISBURSEMENTS					
Supplies	15.95	-0-	19.74	250.00	8
Postage	106.54	125.60	475.89	750.00	63
Printing	75.61	37.80	534.25	500.00	107
Telephone	26.48	-0-	122.59	300.00	41
Motel	460.00	-0-	900.00	1800.00	50
Mileage	1000.20	-0-	1843.40	3850.00	48
Directory Printing	-0-	-0-	1806.00	2100.00	86
Miscellaneous	72.75	130.05	349.59	300.00	87
Sub Total	1757.53	293.45	6051.46	9850.00	60
SPECIAL PROJECTS					
State Fair Dance	-0-	-0-	-0-	400.00	
Trailer Improvements	-0-	-0-	-0-	100.00	
Festival Advisory Bd.	-0-	-0-	-0-	100.00	
Leadership Seminar	-0-	-0-	-0-	500.00	
OFN Adv/Articles	90.00	90.00	360.00	2300.00	16
'94 Adv/Articles	164.40	164.40	657.60	2500.00	26
New Dancers Issue	-0-	-0-	-0-	1000.00	
Financial Advisor	-0-	-0-	45.21	150.00	30
Historian	-0-	-0-	-0-	100.00	
Brochures	-0-	-0-	-0-	100.00	
Grant	-0-	-0-	-0-	-0-	
Sub Total	254.40	254.40	1062.81	7250.00	15
TOTAL DISBURSEMENTS	2011.93	547.85	7114.27	17100.00	41
NET INCOME/(LOSS)			(5174.70)	(4950.00)	
INSURANCE					
RECEIPTS					
Summer Festival	-0-	-0-	-0-	-0-	
Mid-Winter Festival	-0-	-0-	-0-	1750.00	
Administration Fund	-0-	598.10	598.10	600.00	100
Club Premiums	-0-	12569.90	12569.90	11950.00	105
TOTAL RECEIPTS	-0-	13168.00	13168.00	14300.00	92
DISBURSEMENTS					
Officers Bond (10/95)	-0-	-0-	-0-	-0-	
Premiums Paid	-0-	13866.10	13866.10	13700.00	101
USDA Membership	-0-	-0-	100.00	100.00	100
Administrative Fund	194.94	-0-	194.94	500.00	39
Club/Area Adjustments	-0-	-0-	-0-	-0-	
TOTAL DISBURSEMENTS	194.94	13866.10	14161.04	14300.00	99

NOTES ON FINANCIAL STATEMENT

PAGE 1

Notice that funds are group together: insurance funds, designated funds, the general fund. If you need to look for information on your particular monies here is where to look first. For instance the teen advisors can look here to see what money they have in the teen account. The same would be true for the past president if she wants to know what money is still in the Fairview Fund that has not been disbursed.

The Administration Fund will show activity, or expenses, used to maintain the insurance program for the Federation. This year \$598.10 was put in this fund for expenses. This was part of the 10 cents per member that we are allowed by USDA.

The insurance monies (50 cents per person) collected from the two Festivals is put in the Festival Insurance Fund. This year 25 cents per person went toward the total premium each person paid for their insurance. By insuring everyone in the Federation, the Federation receives coverage for events.

The Club Premium Fund includes all monies collected from individual club members. After the insurance bill is paid, there may be a balance in this account which will be backed up by a journal of showing how much each club has left in their account if they have overpaid. This year the amounts are less than \$5.00 each.

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GENERAL FUND

Income from Directory Sales is down from that anticipated (1734/2200). The cost was also down but not enough to pay for the directories (1806/2100). Perhaps next year we will need to print fewer.

We are keeping well within our budget for Oregon Federation and '94 articles/advert. Note percentages (16/26).

INSURANCE FUND

As noted above we could not take all of the 10 cents per member that we should be able to because we had been told that the cost per member in 1992 was \$1.90 when it had increased to \$2.05 and \$2.10 by 1993.

The date 10/95 was put back on the bond line. The bond is paid once every 3 years.

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OREGON FEDERATION NEWS

The OFN is doing very well. We're in the black, making a positive net income. Linda's work, typesetting, really helps keep us in this position.

The statistics at the bottom half of the page are for your information and help the OFN Advisory Board keep on top of increasing costs.

OREGON FEDERATION OF SQUARE & ROUND DANCE CLUBS
FINANCIAL STATEMENT FOR PERIOD ENDING DECEMBER 31, 1993

OREGON FEDERATION NEWS	Nov	Dec	Yr to Date	Budget	% Budget
RECEIPTS					
When & Where	-0-	5.00	5.00	900.00	
Advertising	2334.50	2352.50	10345.30	31250.00	33
OFSRD Art/Advert.	90.00	90.00	360.00	2300.00	16
'94 Nationals	164.40	164.40	657.60	2500.00	26
New Dancers Issue	-0-	-0-	-0-	1000.00	
Subscriptions	1056.00	1692.00	5623.00	21000.00	27
Miscellaneous	-0-	-0-	-0-		
TOTAL RECEIPTS	3644.90	4303.90	16990.90	58950.00	29
DISBURSEMENTS					
Supplies	-0-	-0-	-0-	550.00	
Printing-Regular	3081.47	3015.55	12853.37	50500.00	25
-New Dancer	-0-	-0-	-0-	1000.00	
Postage	31.82	-0-	1255.21	6000.00	21
Phone	11.38	-0-	57.64	400.00	14
Miscellaneous	-0-	-0-	99.95	200.00	50
Software	-0-	-0-	-0-	200.00	
Hardware	-0-	-0-	-0-	-0-	
Photography	-0-	-0-	-0-	100.00	
TOTAL DISBURSEMENTS	3124.67	3015.55	14266.17	58950.00	24
NET INCOME/(LOSS)	520.23	1288.35	2724.73		

STATISTICS

Copies Printed	2100	2100	8400		
Printing Expense	3884.00	3876.00	15863.00	Cost @ Issue	1.89
Less Paper Allow.	-110.40	-110.40	-450.80	Savings @ Issue	.05
Less Typeyset Allow.	-692.13	-750.05	-2558.83	Savings @ Issue	.31
Net Printing Cost	3081.47	3015.55	12853.37	Cost @ Issue	1.53
Postage Expense	343.12	345.78	1403.62	Cost @ Issue	.17
Total Expense	3424.59	3361.33	14257.32	Cost @ Issue	1.70
Cost @ Issue	1.63	1.60	1.70		
Miscellaneous	11.38	-0-	157.59		
Misc. Cost @ Issue	.01	-0-	.02		
Total Cost	3435.97	3361.33	14414.58		
Total Cost @ Issue	1.64	1.60	1.72		
Number of Pages	48	48	196		
Cost @ Page	71.58	70.03	73.54		
Advertising Income	2588.90	2606.90	11362.90		
% Adv. Covered Cost	75	78	79		
Subscription Income	2013.00	2004.00	8063.00		
% Sub. Covered Cost	59	60	56		
% Issue Paid	134	138	135		

Directory Printing 1806.00
1600 Printed/Cost Per 1.13

New Dancers Issue
-----Printed/Cost Per

STATE CORRESPONDING SECRETARY REPORT FOR
DECEMBER 1993 & JANUARY 1994
KEN & NANCY CARSON

1. Sent thank you's to the Umpqua Area Council for hosting the November state meeting.

GET WELL CARDS SENT TO:

1. Hal Meyers, 1406 S. 12th St., Redmond, OR. 97756
2. Trudi Rasmussen, 25115 Kirby #226, Hemet, CA. 92343-4909
3. Willie Smith, 47090 Hwy 101 So., Langlois, OR. 97450
4. Tom Nordquist, Garfield, North Bend
5. George Gierloff

SYMPATHY CARDS SENT TO:

1. Marion & John Cox, 908 S. 8th St., Coos Bay, OR. 97420, her father passed away.
2. Jeri Schwager, 7135 N. Seward, Portland, OR. 97217, her husband Leonard passed away.
3. Don Reed, 522 Durham Ave., Eugene, OR. 97404, his wife Thelma passed away.
4. Gary & Caroline Smith, mother passed away
5. Linda & Bob Holden, mother passed away.

RAINBOW CLOGGER DIRECTORY CHANGES SENT TO CATHERINE HICKS, RECORDING SEC.

NOTE: Read thank you from Florence & Warren Engdahl.
Read correspondence from Hal and Virginia Meyers, President, Central Oregon Council regarding July 9th meeting to be held in Prineville.

**MID-WINTER "BUDDY RANDALL AWARD"
SELECTION PROCESS COMMITTEE REPORT**

Committee Members:

Del & Sheila Fleming
Dave & Betty Cameron
Ray & Zola Jones
Ray Nichols & Bobbie VanDeHey

The committee recommends the following changes to Section VII, Page 24 of the Practices & Procedures of the Oregon Federation of Square & Round Dancers:

Line 8 thru 11: The committee that chooses the recipient shall be comprised of the thirteen (13) area delegates, with the Mid-Winter Chairperson voting only in case of a tie.

Line 13 thru 18: At the September state meeting the Mid-Winter Festival Chairperson will distribute nomination forms to the area delegates. Nominations must be returned to the Mid-Winter Chairperson at the November state meeting. Within one (1) week, the Mid-Winter Chairperson will mail to each delegate a ballot and a copy of each nomination. The ballots will be returned to the Mid-Winter Chairperson and must be postmarked no later than January 10 of the festival year.

Line 29: The names of the nominees will be published in the January issue of the OFN. Although only one person or couple will receive the award, all nominees should be recognized.

Line 30 thru 32: The recipient(s)' name will be engraved on the perpetual "Randall Memorial Plaque". This will be presented to them by the Mid-Winter Festival Chairperson as part of the Grand March Ceremonies. The plaque will remain in their possession until the following Mid-Winter Festival, at which time they will receive a commemorative personal plaque.

Line 35: Each council may submit.....

Line 39: Add: You are not obligated to participate, but we hope you will!

Line 41 thru 45: Delete

Oregon State Federation of Square & Round Dance Clubs
Insurance Chairman
Gary & Caroline Smith
38235 Marcy Street
Sandy, OR 97055

Items of Discussion

Meeting of Jan 30, 1994

I. Injury Report:

Lori Anderson of the Hermiston Square Knots was injured in an accident at the clubs regularly scheduled function on Dec. 17, 1993. In review of the records she didn't show up on the roster for the club for last years insurance coverage. (No premium was ever paid on her) After further investigation we found that she had previously been a member and had neglected to pay her dues in time to be named on the insurance roster. She did pay her dues on the 26th of January, 1993. Thereby, with a lot of paperwork and extra time we will be able to cover her, **BUT**, it is the responsibility of the club to notify the insurance chairman of any changes in the club roster. That includes late signups, new members from any source, and class members that join the club after graduation. We need to add these people to the roster so that we can be guaranteed that they have coverage.

II. Coverage Report:

All clubs in the federation are presently covered. In fact we are overpaid by \$199.50 because the roster which was submitted by Emerald Empire was not current. We paid based on the club rosters to ensure that all we covered and I now have a current roster and have sent it to the National USDA Chairman for a refund.

III. Insurance committee report:

A. Revisions to the Practices and Procedures

1. section VII-7

- a. Change all items from "can" to "shall". Add new item "d". Change Item 1b from "November" to "October".

- a. Clubs *shall* plan next calendar year for entry on form.
- b. Clubs *shall* prepare roster for *October* submission.
- c. Clubs *shall* determine *dancers primary club*.
- d. *Club shall list callers and cuers if they are not members of a callers or cuers association. (see "GENERAL INFORMATION" regarding callers & cuers.)*
- e. Clubs shall approve approximate monies to expedite submission by November 1st.

2. Section VII-9

a. Suggest revision of Item 6 & 7. Add new item "9."

1. General Info; Item 6, line 37 - 40

"Chairperson must determine that all clubs without USDA insurance have co-insured Oregon State Federation for \$1 million dollars liability as co-insured or they must be dropped from membership.

At our last meeting in November I recommend changing the phrase "co-insured Oregon State Federation for \$1 million dollars liability as co-insured" to "provided Oregon State Federation with proof of insurance of not less than \$1 million dollars liability".

The Committee felt that we needed clarification of several items; Mainly the clause dealing with 100% participation, *Clarification: (As per Lorraine Backus, USDA CHAIRPERSON) the 100% does apply to each club individually not to the entire federation, in other words, each club that is insured through the federation is required to have 100% participation, but the federation doesn't have to have 100% of its clubs participating.* The Muddy Frogs insure through the WA. State Federation, and their insurance co. says they cannot issue a certificate naming the Oregon Federation as an also insured because of the liability. If we do not change the wording of this section to only require "PROOF OF INSURANCE", We must drop the Muddy Frogs from the membership roll.

2. Item 7;
need clarification of same problem for Non-Member Clubs.

3. New Item 9.

2. Callers and Cuers that are a members of an Association are covered through that association. Otherwise they should be listed on the club roster. Dependant spouses and children of the callers or cuers need to be listed also.

B. Financial Security of our Insurance Funds (The Committee offers the following three guidelines as suggestions which should be followed) Clarify that these are three subsections to the "INSURANCE FUNDS"

A. Protection from Sudden Rate Increases

1. Festival Funds (set a minimum balance)
Suggest \$2000.00 min. in acct. Start with a \$1000.00 the first year and increase it to \$2000.00 next year. Maintaining that balance will insulate us somewhat from sudden or unexpected increases in rates.

B. Member Fund Balances

1. Be made refundable if a club leaves the Federation.

C. Administrative Funds

1. Allow the Admin Fund to continue to accumulate as a security measure for emergency purposes. (Attorney fees, bonds, or other unforeseen emergencies)

We feel that these 3 guidelines would secure a stable and steady ability of the fund to meet our future Insurance needs without having to juggle things if we were to be hit with a larger than normal rate increase or if a lawsuit or other litigation were to have to be defended.

- C. Forms submitted for approval: Please see attachments. (2 each)
 - 1. Oregon Insurance Form (*year*)
 - 2. Notification of an Event
- D. In review of other options for insurance the committee felt that further review was necessary before making any recommendations.

This Report is respectfully submitted to the Board and Delegates for review and action on your part.

Gary & Caroline Smith
Insurance Chairman 1993/94

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OREGON INSURANCE FORM (YEAR)
(PLEASE COMPLETE ALL INFORMATION)

CLUB NAME: _____

CLUB ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

COUNCIL MEMBERSHIP: _____

SCHEDULED DANCE HALL: _____

HALL ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

OWNER OF HALL: _____

OWNERS ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

DANCE DATE: _____ TIME: _____
(FROM) (TO)

CLASS HALL: _____

CLASS HALL ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

OWNER OF HALL: _____

OWNERS ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

CLASS DATE: _____ TIME: _____
(FROM) (TO)

CLUB PRESIDENT: _____ PHONE: _____

PRESIDENT'S ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

NUMBER OF CLUB MEMBERS _____ (DO NOT INCLUDE CLASS MEMBERS)
MULTIPLY BY: X _____ .00 ea (Amount to be announced)

AMT DUE NOV 1, (year) _____ (MIN \$.00 PER CLUB)

PLEASE MAIL THIS FORM, IN DUPLICATE, WITH CHECK TO YOUR
STATE INSURANCE CHAIRMAN: (Name, Address, and Phone No.)

PLEASE ATTACH:

- 1) CLUB ROSTER, 1 copy (Please note dancers home club
2) CLASS ROSTER, 1 copy Name, Address, Phone)
3) CHECK (Payable to OR. FED. OF SQUARE & ROUND DANCE CLUBS)

SIGNED _____
(CLUB INSURANCE CONTACT PERSON)

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NOTIFICATION OF AN EVENT

This form is to be used for notification of an event, when no Certificate is required. If the facility requires a certificate or to be named as "Additional Named Insured", use the "Request for Additional Named Insured" form.

ALL INFORMATION MUST BE PROVIDED:

ASSOCIATION: Oregon Federation of Square & Round Dance Clubs
COUNCIL: _____
CLUB: _____
CLUB INSURANCE CONTACT: _____
CONTACT'S ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
TELEPHONE NUMBER: _____

TYPE OF FUNCTION - CHECK ONE

 EXHIBITION DANCE CLUB DANCE GROUP TRAVEL CLASSES

CLUB NAME: _____
CLUB ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
DATE OF FUNCTION: _____
FACILITY BEING USED: _____
STREET ADDRESS of FACILITY: _____
CITY: _____ STATE: _____ ZIP: _____

GROUP TRAVEL INFORMATION

DATE OF TRIP: _____ DEPARTURE TIME: _____
DEPARTING FROM (CITY/STATE): _____
DESTINATION (CITY/STATE): _____
NUMBER OF MILES (ONE WAY): _____
CARRIER: _____

COMMENTS: _____

MAIL TO:
Association Insurance Chairman
(NAME, ADDRESS, PHONE NO.)