



OREGON FEDERATION OF SQUARE AND ROUND DANCE CLUBS

Minutes of State Meeting, held November 6, 1994
Rockford Grange, Hood River, Oregon

The meeting was called to order by President, Rex Anderson, at 9:30 a.m. Invocation was given by Past President, Benjamin Brown. The flag salute was led by First Vice-President, Lowell Chamberlin.

All officers and delegates were present except: Youth Activities Coordinator, Donna Krossman; Sunset Empire Delegate Ken and Eva Moore (Del and Bonnie Niemi substituting); Active Goodwill Ambassadors; George and Bernice Gruchalla, and Jim and Marge Neely.

CORRECTIONS TO THE SEPTEMBER 18, 1994 MINUTES: Page 3, First Paragraph:

Bernice and George Gruchalla's Mesa address is: **303 N. Lindsay Rd. #L111, Mesa, Arizona 85213.** Nancy Carson read the correspondence from Bernice regarding correcting her address, not only in the minutes, but the State Directory, and OFN news. **MOTION** made by Benjamin Brown to accept the minutes as corrected. Motion was seconded and carried.

OFFICERS REPORTS:

1st VICE PRESIDENT, LOWELL AND DONNA CHAMBERLIN: It's been a very busy last two months, however, I will spare you the details and tell you only about the important things: **Summer Festival 1996.** I received a call from Nancy Morrissey, Lincoln-Tillamook Delegate, to come to the Tillamook Area and visit their facilities. I met with a group of square dancers who were enthusiastic and eager. First we looked at the Fairgrounds. There is an area for parking cars and trailers surrounding the grounds. With electrical hook-ups for trailers.. (I have my spot picked out already). There is a large pavilion capable of holding a large number of dancers. The acoustics are excellent, however, it would take wood flooring. There is another room ideally suited for the Summer Festival at the same location. The price for renting the Fairgrounds is unbelievably low and most of the facilities have been recently remodeled. One advantage to using these facilities is that it is all located in one area. We, then looked at Tillamook High School. There is a large gym, similar to the Marshfield High School Gym, where we held the '93 Festival, with beautiful floors. There is another smaller gym adjacent to it, that room will take a little work to improve the acoustics. Also, there is a large cafeteria area adequate for dancing. We were told that's all they had. As we poked around, we found another large gym at the side of the building. This school will make an ideal location. Trailer parking would have to be a 1/2 a mile away. The group is attempting to get the high school, if that falls through, they could use the Fairgrounds. I am very optimistic and excited about the possibilities for a summer festival in Tillamook, "a first". Nancy Morrissey read a letter written by Lincoln Tillamook Area: "October 29, 1994 - Tonight at a regular meeting of the Lincoln-Tillamook Area Council, approval was given by unanimous vote to enter a bid for the 1996 Summer Festival through our Area Representative, Nancy Morrissey. If we are awarded the bid, it is our intent to contract for one of the several possible sites in the Tillamook Area with the date to be determined. We have elected Nancy Morrissey to serve as Chair of the 1996 Summer Festival, with Ray and Betty Jones of Toledo 49'ers to serve as Co-chair. The clubs of Lincoln-Tillamook Area are ready to support the State Federation through hosting a GREAT festival on the Northern Oregon Coast in the summer of 1996. We solicit your approval of our bid. Sincerely, Ruth Anderson, President, Lincoln-Tillamook Area". Lowell Chamberlin - On May 15, 1994 at the State Meeting, Nancy Morrissey moved that the Lincoln-Tillamook Area Council host the 1996 Summer Festival contingent upon approval of the location by the Festival Advisory Board. Janet Wilken seconded the motion and the motion passed. So it is formal and I am saying at this time that we are approving of the location, so I guess all we need to do is stand up and give them a standing ovation. Date will be chosen when they decide which location they want to hold the festival at.

'95 Mid-Winter Festival, Dave and Betty Cameron: Three months before Mid-Winter. Do you have your ribbons? As I look around this room I don't see very many, and everyone in this room should have one. We have registrations with us, if you fill them out and have a check, we will take them back to Leo and Bonnie. They advised us they are mailing out ribbons every Friday now. ribbons will be on sale at the door as in past years, but full festival is the way to go! We will be selling ribbons clear through until 5 minutes until 3:00 p.m. on Sunday. We are going to have an excellent Fashion Show, "95 Styles Live". If anyone has old festival outfits, we are going to try and bring them back and display them so everyone can see what past festival outfits

looked like. Application forms for the Fashion Show are available upon request. Program books are available today, please pick up yours. Mid-Winter has been out in force in large and small groups. I hope we have been to your area! **SEE EVERYONE AT MID-WINTER. DANCING'S ALIVE IN '95!**

'95 Summer Festival, Janet and Doug Wilken: Registrations are slowly coming in. We don't expect any large numbers until after the Mid-Winter Festival. We have distributed additional registration forms to all delegates and officers today. Please help us by giving these forms to the dancers in your areas. We would be happy to take your money today. We have hired a Caller for the Youth Hall. Brent Mawdsley from Vancouver, B.C. will be calling the Youth dance on Saturday night. Brent will also be the featured caller for Square Dancing at the State Capitol building on Friday from 2 to 4 p.m. You will also see Brent calling at various other times throughout the Festival. Brent's wife's name is Teresa. We will be having a sewing clinic at the Festival. The sewing clinic committee is meeting this weekend with the owners of a local sewing machine store to discuss the seminars. The chance of getting a sewing machine donated as a door prize looks very promising. Letters to vendors will be going out shortly. We hope to have a lot of these spaces filled by the conclusion of the Mid-Winter Festival. All the vendors will be at the south end of the Jackman-Long building. It will be the same set-up as the 1989 Summer Festival. We have had problems with Jo-Ann Fabrics in Salem in regards to holding the Festival fabric behind the counter for us. They are afraid they won't sell it. So, we ordered and bought 90 yards of fabric and those interested in making the Festival outfit can now purchase it from us. We have some fabric here today if you are interested. Two trail-in dances have been scheduled thus far. Both dances will be on Thursday, July 13th. There will be a square dance trail-in dance at the Polk-County Fairgrounds hosted by the Independence Wagon Wheelers. There will be a round dance trail-in dance at the Salem Square Dance Center. More details later. The glass mugs that we are selling as a fundraiser are available this weekend. They sell for \$6.00 each. Don't forget to buy yours before you leave today. **THINK CHRISTMAS!** We would like to know if the 1996 Mid-Winter Festival and/or the 1996 Summer Festival will need space for afterparties. Please let us know by Mid-Winter what your plans are. There will be a change in the meeting dates, time and location starting in January. They will be switched to the 4th Sunday of the month from 1:30 to 3:30 p.m. at the Salem Square Dance Center. Our next meeting will be November 20th at 4:00 p.m. at the Englewood UM Methodist Church basement in Salem. RV parking full hookups are now taking reservations for our festival. Call the Fairgrounds directly if interested. Spaces are \$15.00 per night. We are getting closer to signing the contracts with the Fairgrounds. Fairgrounds raised the rates, but old rates are guaranteed.

OFN EDITORS, BOB AND CAROLYN BOSCH: Bob and I would like to thank everyone for being so understanding through the transition. There is some confusion on where the club reports are to be sent. They are to continue going to the area editors within their councils. Due dates to the OFN by area editors is the 5th of each month. Each club will have to adjust accordingly to allow time for the editor to put all the reports together, edit and get them in the mail to us by the 5th. **PLEASE** note the change!!! We wish to give all clubs a timely magazine. If you have a computer and the reports are on computer disks, formatted in WordPerfect Windows 6.0 or 5.1/5.2, you could save us much valuable time. Reports after this due date **MAY NOT** make the magazine. Due dates for ad's is the 10th of each month. A check needs to accompany the ad. We have just accomplished the transfer of the second class mailing permit to the Beaverton Post Office as required by the US Postal Service. We have been working with our Business Manager, Landra Girard to set up the accounting practices that will coordinate with the State Treasurer. Landra has just come on board, therefore we are still setting up procedures. We have started collecting articles that will be run in the new dancer issue (condensed). This issue will be going to press December 27th, in order to get it ready for distribution at the next State Meeting at Mid-Winter Festival. Area Delegates, be sure your issue count is in our hands by **November 15th**. A class has been set up at Mid-Winter for all area editors and club reporters. This will be at 3:00 p.m. on Saturday. We do not have the room assignment as yet. Please encourage all your area editors and club reporters to attend. We are still looking for Editors for the Singles, Rounds and Clogging columns. If you know of anyone willing to help in these areas please put them in touch with us. Subscription renewals have been sent out through December. We have had good response renewing. We would like individuals, clubs, councils and any state functions to send in articles of interest. We wish to remind the clubs of the change in policy: Clubs will be granted first rights to the back, inside back and inside facing pages on a first come, first serve basis, with a drawing if more than one club request the same page. If no one requests these pages, it will be open to all advertisers. Doug Pederson asked, "If the inside back cover would be open to clubs first". Carolyn Bosch - "Clubs first, the inside back cover, back cover and the inside facing page". Doug asked if this would be options to the clubs first, Federation clubs first?" Answer, "Yes"! Benjamin Brown, the Bosch's were given two complete new software packages that they did not know "beans" about, and within 32 hours after the receipt of the equipment they had the first issue out. I feel they need to have training. They have done an outstanding job, and have been fun to work with. They need a laser printer to do the work on. They used our printer to put out the last issue, and the print is real clear. Benjamin stated that they were donating their \$1,000 printer to the Federation. Applause and standing ovation.

Ed Warmoth made a point of clarification, while clubs and area councils will have first choice on the back page and those pages that were mentioned, commercial ads or ads from others that want to pay for that space can stand in line if it comes open, they will want it. It is not just reserved for clubs, but they will get first choice.

2nd VICE PRESIDENT, LEE AND BARBI ASHWILL: Barbi and I have not been able to do much visiting since the last state meeting because of an extended European vacation. It is sad to report that the schedule did not allow us to square dance while we were in Europe. On October 29, 1994 we did have the opportunity to attend the Fall Tune-up sponsored by the Mid-Willamette Area Council and hosted by the Capitol 8's. It was marvelous to see 21 & 1/2 squares dancing to Oregon callers and cuers and having a great time. We realize that our Oregon clubs and dancers have spent four years of time and effort in support of the 43rd National Square Dance Convention and we certainly appreciate all of their hard work and sacrifices. But, it is great to see dancers attending these state festivals and just enjoying this great activity we are involved in. We believe that it is now up to us, as State Representatives, to be active in visiting the Oregon Clubs and get the fun back into square dancing. This is a great activity and the key to the continued success is for the dancers to really enjoy the dancing and camaraderie.

RECORDING SECRETARY, NANCY AND KEN CARSON: Read Bernice Gruchalla's card regarding her address correction as stated on page 1 of these minutes. Their address was not correct in 1993-94 Directory either. Bernice had gall bladder surgery, and they are heading to Arizona in the middle of October. Please turn in a written report, even if you did not bring a written report with you, please sketch out the basics, especially with person's names written out, so I do not misspell them. Turn this in either at break or at the end of the meeting. **PLEASE BRING A WRITTEN REPORT WITH YOU FOR THE REMAINING MEETINGS. THIS HELPS IMMENSELY!**

CORRESPONDING SECRETARY, LOLA ROBELLO AND TONY: We should be ok on all State badges and bars. Please let me know if there is a problem and we will see that it's corrected. Lola read a thank you card from Gary Smith for the flowers and cards. Since the last State meeting she sent out get well cards to Donna Chamberlin, Howard Backus (USDA National Insurance Coordinator), Bernice Gruchalla (Goodwill Ambassador), (Lola is not sure if Bernice got the card she sent, because she probably sent it to the wrong address, (it was suggested she send another one) and Sam Scott, caller for Toledo 49'ers. Sympathy cards went out to Catherine and Mattlon Hicks on the loss of their son. Linda Putzler on the loss of her mother, and to Linda Adams on the loss of her sister. I wrote letters of thanks to the Emerald Empire Council for hosting our September State meeting, to Catherine Hicks for so many years of service on the board as Recording Secretary, and to Jack and Rosemary Williams for serving on the OFN Advisory Board. A note of thanks was sent to Mary Knight (Corresponding Secretary) for the Washington State Square and Folk Dance Federation, for the kind words regarding the 43rd National Square Dance Convention.

TREASURER'S REPORT, MICK AND SHAN MC KINNEY: The Treasurer's Report has been handed out according to the Practices and Procedures, which I did read, it said to make 30 copies. I made 33 and we are short, so we will mail those out to those that did not receive them. It is my intent to keep changes to the financial report to the minimum. The most noticeable change you will see is a change in format from the landscape mode, which I did not know how to do, but now I do. You will also notice that amounts are now in dollars. I have added two line items. They are "Insurance Net Income" and "Federation Net Income". With the next report, I will include a balance sheet. There is no OFN statistic report this time, but that will be continued in the future. One comment on the numbers, \$182 directory sales deposited and reported in August has been carried forward to the 1994-95 year to help show the net results of the current directory sales and cost. One final comment, please give the expense vouchers to Lowell Chamberlin for approval and he will give them to me for payment.

MEMBERSHIP CHAIRMAN, LINDA AND RALPH LAMBERT: Sent welcoming letters to the Sisters Promenaders and the Steens Mountain Twirlers. Also requested a change in the By-Laws and Constitution of the Steens Mountain Twirlers to include a non-discrimination clause. Sent letters to the two above-mentioned clubs informing them that they would be provided with a copy of the Practices and Procedures Manual when it is updated. Sent copies of the membership application paperwork for the two above-mentioned clubs to Jean Brigl. Had both written and verbal communications with the Karrouseles and the Chetco Ocean Waves regarding retaining them as members of our Federation. The dancers are members of both clubs. The two clubs appear to be merging. I will provide updated information as this takes place. Answered membership inquiry regarding two clubs as it relates to the Where and When Section of the Oregon Federation News. According to the Practices and Procedures they are to be in the "Across the River Section", Linda did talk to the Kilbournes and sent them a letter of explanation. Also responded to correspondence from the Evergreen Council and Clubs regarding their entries in the Where and When. Sent letters to the following clubs requesting club badges for the State Badge Board: **Central Oregon Council, Steens Mountain Twirlers, Sisters Promenaders Square Dance Club; Emerald Empire Council, Tenderfoot Teens; Lincoln-Tillamook Council, Cheddar Squares; Portland Area Council, Boots and Bees, Circle J's, Columbia Gorge Plus Dancers; Rogue-**

Siskiyou Council, Siskiyou Stompers; Umpqua Council, Dancing Friends. I also ordered State President bars for the Browns and the Andersons. Actually our badge board is in pretty good shape. Portland Area Council had two badges so I called the Area President and let him decide which badge to put on the board. I received a change of address for the Siskiyou Stompers to the following: P.O. Box 752, Medford, OR. 97501-0055. I would like to present two new clubs for membership, and I am pleased that they are from out of my own council. I would like to present two new clubs for membership. They will both be members of the Mid-Willamette Area Council. **All of their paperwork is complete and in order.** They are the Willamette Squares of Salem, Oregon and the Rocken Renegades of Mc Minnville, Oregon. **MOTION:** Linda made a motion that Willamette Squares be accepted into the Oregon Federation. Motion was seconded and passed. **MOTION:** Linda made a motion that the Rocken Renegades be accepted into the Oregon Federation. Motion was seconded and passed. Rex asked "where are we with the Badge Board"? Linda - If you remember at the last January meeting, there was a motion made, seconded, and passed that the Badge Board could be rebuilt at a cost of the materials. Ron Schmidt has indicated his desire to work on that particular project. He has been just a little bit busy in the last couple of three weeks, as some of you know he got married. As soon as I can I will try to find out what the cost of materials will be. Ed Warmoth: How many clubs do we have in the Federation? Linda: Two more than we had five minutes ago, my information is at home, I will count and get back to you. Gary Smith: Believes there are 129 clubs. Gary brought up the fact that Siskiyou Stompers was dropped from the membership in 93-94 and did not show up in the State Directory, and they did not file their insurance. How do we want to deal with that? Do we just let them come back in, or do they have to refile like a new club again. Rex Anderson: What was the reason as to why they dropped? Gary: They did not pay their dues, and apparently they are not insured. Jerry Adams: this was brought up in the delegate's meeting, that due to an oversight they paid, but it didn't get passed on, and they were dropped, they did pay. Rex Anderson: Was it the Federation's fault, or was it due to something they did? Gary: Does not know about the membership portion, but he has not received their roster or check for insurance. Linda asked Rex Bounds: Could that club please supply a copy of the cancelled check? That would actually show that we received it and sent it to the bank and that would let us know. If we do not have a cancelled check, then we will have to go from there. If the check did go through and we didn't get the right information to the insurance person, then definitely that would be our fault. Rex Bounds: It wasn't the Council's or Federation's fault, it was the club's fault. The application got misplaced, and I did not know about it, until Jeri said something about it at the last meeting. Linda: Those things do happen, and it is my understanding that if a club has been a member of our Federation and has dropped membership, and wishes to come back, all that they need to do is to indicate a desire to come back and pay the current year's dues. If someone else has more information on re-entering the Federation, let me know, but that is my understanding. **MOTION: Benjamin Brown made a motion that we accept the Siskiyou Stompers back into the Federation without further inquiry. Motion was seconded and passed.** Rex Bounds will see that Gary Smith, insurance chairman receives a check and roster. Rex Anderson asked Linda Lambert to write them a letter. She will do this and also suggested that you check the directory, as they are listed. In answer to your question, Mr. Warmoth, we now have three more clubs then we did a few minutes ago.

PAST PRESIDENT, BENJAMIN AND PENNY BROWN: At this time we will hear a report from Janet Wilken. We are still back on 1994 Fairview Dance. I talked with the people out there they now have the sound system installed in the snack bar, and it is operating. There are 30 speakers in the dining room area, and the system can use either cassettes or CD's. Fairview reports that it sounds great! Some of the residents are even getting up and dancing to the music. Fairview is currently having a plaque made to be placed on the wall in the snack bar stating that the sound system was donated by the Oregon Federation. I turned in a bill today for the sound system \$2,149.60. We raised \$2,300.00 so there will be funds left over for the next project.

Benjamin Brown told a story about his favorite car, called ARF, and presented the Anderson's with a stuffed brown bear with the name of ARF. Benjamin announced that along with his new job promotion, he and Penny will be leaving Oregon. He also announced that he has a stack of nomination of officer forms for the delegates and officers to take and get filled out and turned in. President Anderson will need to appoint a new Nominating Chairman. It was suggested that the duties of Past President be turned over to Ed Warmoth, as he left the country when it was his turn to do Past President duties.

MOTION: Benjamin Brown made a motion that the POOF Advisory Committee be reimbursed for their travel expenses for the emergency meeting that was held in Springfield. Discussion on problems with the OFN editors, therefore an emergency meeting was called. Travel expenses would cover \$20.00 for motel, and \$.20 per mile one way. Motion was seconded and passed. POOF Advisors turn that expense in to Mick today, and he will take care of that.

FAIRVIEW, ED WARMOTH: Sunday, April 2nd, day after April Fool's Day will be the Fairview Benefit Square Dance. You will be hearing more about it. The important thing is that club's get some projects going to raise some funds.

PARLIAMENTARIAN, DAVE AND BETTER CRAMER: I have seen several documents that would appear to pertain to Practices and Procedures, but I would appreciate if when you turn those in to me, if you would give an indication of how they were decided. We need to separate what is official from what isn't. Is this a motion that was approved, or is this a proposal that you want presented?

PUBLICITY AND STATE REPORTER, ED AND MARY WARMOTH: We are still receiving good recognition for Oregon for the National Square Dance Convention. Some of you may have seen on the Discovery TV Channel, in the last two or three weeks, a program called "Amazing America". During the time of the Convention they sent a camera crew out, they interviewed the White's and several other people. A real good mark about Oregon. Several persons made VCR copies and can make them available. I want to say a word or two about magazines this morning. State Publicity Reporter does have an article in the OFN every month, and I hope that you read it. There is a new monthly flyer-publication called the Columbia River Gazette, published by folks connected with the Carrie B Shop in Portland and distributed free to those who request it. You might want to put something in there about the Mid-Winter Festival. Do keep in the mind the "American Square Dance" magazine. Send in articles of our festivals as a good opportunity for communication with dancers nationwide. In closing, mark your calendar for Sunday, April 2nd, as the date for the 1995 Fairview Benefit Dance.

FINANCIAL ADVISOR'S REPORT, JEAN AND HANK BRIGL: *receipt copies to IRS by Feb 28th* It is time to think about the 1099 Misc. forms to be given at calendar year end to anyone unincorporated having received \$600.00 or more from your organization. The original is sent to the IRS to be postmarked no later than January 31, 1995. A copy is given to the recipient of the monies no later than February 28, 1995. Don't forget to keep the copy designated for your files. The books have been audited and I am working on the tax return. We have been invited to serve as a panelist for the 44th National Convention in Birmingham regarding nonprofit organizations, incorporation and tax exemption. I feel badly that we must decline, as that much travel is too hard on Hank. But, it would be great if one of our Oregon dancers could take our place and represent our state. Please let me know by November 12th if anyone would consider being a panelist. Be thinking strongly about getting your square dance friends and club members to get their ribbons for the Mid-Winter coming up in just a short time. Festival income covers the operating costs of our organizations, so the hosting councils and the Federation ask for your support. What a super way for all of us to get together in such a fun activity.

EDUCATION, DOUG AND STACEY PEDERSON: With regard to the license project, the lady I have been in contact with, unknown to me went on maternity leave. Hopefully by Mid-Winter we will have an idea as to where we are going with this project. I would like to elaborate a little bit more on Summer Festival, in terms of RV parking. If you want one of the full hook-ups, which the Fairgrounds is controlling, we are not controlling; don't call the Fairgrounds, there is a separate number that you call and I will give you this phone number: it is 585-5080 and ask for Larry. Give Doug's name, phone number, the event that is happening and the date. There are no hookups on the Fairgrounds. If you have any problems call me at 363-3744. We are having a number of Festival Meetings and would like to see the 1st Vice President or someone from the state position come to our meeting, show your support and encouragement. I am speaking on behalf of all the other members on that committee. We would like to see someone there to show that our work is not in vain and support for what we are doing. Our next meeting is on November 20th at the Englewood Methodist Church in Salem from 4:00 to 6:00 p.m. As a proud parent that has a daughter that does so well, I want you to know that Stacey was just accepted into the Honor Society for good grades, attitude, etc. this past Thursday. We are proud of her! Lots of applause.

HISTORIAN, SHIRLE AND GEORGE GIERLOFF: Our garage is full of past history. However, last years historian, Lou Benjamin, tells us nothing was given to him last year. Our job can only be as good as each and everyone of you helps us to make it. Without the clubs and councils forwarding pictures, articles and flyers to us, it will again be another year of no history. Your help and cooperation will be greatly appreciated.

INSURANCE CHAIRMAN, GARY AND CAROLINE SMITH: The insurance control forms have not yet been received. The National Chairperson has had a problem with a printer who didn't deliver in a timely manner. Hopefully they will be forthcoming in the very near future. In the meantime the delegates need to collect all rosters, money, and 1995 club insurance forms and check them closely for mistakes, omissions, or duplications of information. This will help to eliminate some of the discrepancies later on when they are filling out the control forms. When injuries occur the report needs to be filed immediately. Technically we only have 20 days to get it in. January through July 1994 the insurance program paid out \$1067.65 for claims to Oregon Dancers. The data base is up and running. All current data shows that we have 6461 members insured. This includes some new members as I have started to enter the new data for 1995. That means that since we paid insurance on 6466 members last year, we overpaid. At one point I showed that we were down closer to the 5700 count. At 5700 we would have overpaid our insurance by approximately 700 dancers or \$1400.00. This shows how important it is to have good records. I would like to take this opportunity to recommend

highly that the future choice of insurance chairman either be computer literate or willing to learn, because we need to keep this data base up. All clubs and members for whom I have received names, addresses and phone numbers, along with their club affiliation, are registered and covered. Those members who have joined since January and whose names have not been forwarded are not covered until they are received. If you submitted a roster without the addresses, phone numbers, or other pertinent data, we need it to keep our records straight. Please help us to save you all some money. As far as the requisition of file cabinets: No action has been taken at this time, I am still looking for the best deal. RE: Muddy Frogs - no action was ever taken regarding the lack of Certificate of Insurance as per the provisions of the Practices and Procedures. I am forced by the Practices and Procedures, Section VII, Page 9, General Information, Item #6, which states "Chairperson must determine that all clubs without USDA insurance have co-insured Oregon State Federation for \$1 million dollars liability or they must be dropped from membership at this time. This problem has been ongoing for nearly a full year and I could be held negligent if I failed to make this recommendation and some accident were to happen at their club functions resulting in a lawsuit against the federation. Similarly I believe that you the Board have the same liability if you fail to act on it. Currently all that I have is a copy of their Certificate of Insurance issued by Sedgwick James of WA., Inc. It shows that they have \$1 million liability insurance, but it does not name OFSRDC as additional insured. Since they belong to our council, if a problem arises, we would surely be named as a participant in any legal action against their club. Their insurance company has not agreed to defend us from such action.

DISCUSSION: Rex Anderson: Has this been explained to the Muddy Frogs? Could the delegate for the Council contact Muddy Frogs and see if it can be resolved before any action be taken. Yes, it has been explained to the Muddy Frogs at length by Gary. Gary: If there were a problem tomorrow Gary feels he and the Board could be liable.

MOTION: made by Jerry Adams to give the Muddy Frogs notice that either pay the Oregon Insurance, or provide us with a Certificate of Insurance, or be dropped from the Oregon Federation. Motion was seconded.

AMENDMENT TO THE MOTION: by Marie Towe that the Muddy Frogs either pay their Oregon insurance, or be dropped, or provide us with a Certificate of Insurance to name the Oregon Federation as the original insured. Amended motion was seconded.

DISCUSSION: Some felt they should be suspended until they pay their insurance. The problem has been the insurance company the Muddy Frogs are insured with will not provide them with a Certificate of Insurance. Benjamin suggested that we go back through the minutes and see how they were reinstated. **Shirley White:** The Muddy Frogs were dropped from the Federation at one time and we should go back and look in the minutes and see how they were reinstated. They were out of the Federation for at least a year that she is aware of and then they came back in, and she is not sure how they came back in, but they would not have to pay the double insurance, but they were to provide some type of a rider. **Don White:** It was part of the stipulation that the Muddy Frogs provide the necessary paper work or pay the Oregon fee. I don't believe they ever provided that since they were let back into the Federation. **MOTION:** by Benjamin Brown to table until the January meeting and have the insurance committee get together and make a recommendation. **MOTION FAILED FOR LACK OF SECOND.**

Don White: Suggested that we give the Muddy Frogs notice that they are on inactive status effective the date of this meeting, until they provide us with the necessary paper work, and give them 10 or 15 days to respond. **Jeff Grossman:** stated that whether you use the words "inactive" or "suspended", this does not protect the Federation, and if there is nothing in the Practices and Procedures that recognizes the status, you are either in or you are out, and nowhere in between.

Rainey Groshong: At our delegate's meeting we discussed the fact that this Federation has been "hanging out in the breeze". This club has refused in any way to comply with the Oregon Federation insurance requirements. All we are doing is asking to send them a letter saying "you have been delinquent for a long time, but these are the requirements of the Oregon Federation. You either meet these requirements by paying your insurance or you will be dropped from the membership".

Lowell Chamberlin made a **MOTION** to move to the previous question, this motion was seconded and passed. Debate is closed. The **AMENDED MOTION BY MARIE TOWE WAS PASSED**. The **ORIGINAL MOTION BY JERRY ADAMS WAS PASSED**.

MOTION: Was made by Marie Towe that the time frame for the Muddy Frogs is to be in compliance with the Oregon insurance by the end of this calendar year. Motion was seconded. **DISCUSSION:** Does passing this motion mean that they will automatically be dropped by December 31st without further action by the Federation, if they do not meet these requirements. Answer: Yes. It was suggested that two letters be written, the first one now, and the second one by November 30th. It was suggested we need to have two insurance payments, one for '94 and one for '95. George

Griffith is going to have a council meeting next Sunday, and he will try to contact the Muddy Frogs between now and then. Please provide him with the information, requirements, deadlines etc. so that he can discussed this with them to see if we can get this dissolved. It was suggested also that Rex Anderson write the letters to the Muddy Frogs. **Jerry Adams** asked what happens to the 43rd Nat'l money, will the Muddy Frogs still get theirs? **Don White**: We are still getting bills in, but we have already made the determination, and we have already considered them as being insured, because they were allowed into the Federation. Whatever the Muddy Frogs do at this point will not affect them as far as getting their check from the 43rd National. **MOTION WAS PASSED.** Item C of the insurance report was postponed until the next budget year; regarding purchasing a good portable computer with a good word processor, spread sheet, and data base program, and printer for use by the future insurance chairman. (Full report is on file).

BMI/ASCAP, RALPH AND LINDA LAMBERT: Everything is under control with BMI and ASCAP.

'94 NATIONAL, NEC, DON AND SHIRLEY WHITE: We are presenting the final report at this time, that we sent all over the country. Transactions are still taking place so the financial report is not done. In the past the OFN has been mailed to the NEC members. Don White asked if this was still in effect? Caroline Bosch answered, no just to the chair of the 44th Nat'l. Don White: That is fine, because he was going to ask the OFN to discontinue mailings to the NEC. We are required by the '43 Nat'l By-Laws to have an annual meeting in the month of January, and this will also be in the OFN. We have always done it at Mid-Winter and will continue to do it. We are going to have the annual meeting at Mid-Winter on Saturday, at 11:30 p.m. in the Plus Hall. We do not want to take people away from dancing. After parties will be going on in the other hall. This is something we have to do to take official minutes and hold this meeting. We are going to do it at this time, rather than trying to squeeze people into one of the rooms on Saturday afternoon. There is something I would like the Federation to make a decision on. You can talk about it, and make the decision in January, whether you want Shirley and I to continue to attend meetings. I would expect if you do, it would be as a representative of the National Executive Council. If you do, that is fine, and if you don't that is fine too. By the end of January we will be winding up as far as '94 goes. Then we hope we will be winding down. I thank everybody for their help.

YOUTH ACTIVITIES COORDINATOR, DONNA KROSSMAN: Donna Krossman contacted President Anderson this morning, and due to medical reasons she had to resign as Youth Activities Coordinator. This is the year of resignations. Donna has some people in mind, she will be writing me a letter and give me her recommendations as to who she feels would be good to take her place. There will be no report.

STATE FAIR, KEN AND ARDELLE WOLF: I have no report until next year.

ORDTA, JEFF AND SHERRI GROSSMAN: One thing I want to mention, I asked about TVC. They are doing some Sunday dance programs, and they are planning on the support of ORDTA. If there is anything going on in the state and the support of ORDTA will help you out, be sure and ask us, because we would like to promote round dancing, and not just round dance cuers. I just want you to know that ORDTA exists to support the activity. We will support TVC round dance in January.

ROUND DANCE SCREENING, JAY AND BONNIE STIMLER: Jay is back East somewhere, so I am doing the reporting today. The Round-of-the-Month selections for 1994 and January 1995 are complete, and the Round-of-the-Month certificates have been mailed. We are working on similar lists for previous years, and will provide a list of each years selections from now on. The next set of tapes and cues sheets for February, March and April 1995 were sent to the respective areas for consideration around October 14, 1994. Along with the cue sheet, each selection on the tape is cued. We decided to delete the name of the choreographer on the cue sheets because we felt that a dance should be chosen on the merits of its music and dance routine, without regard to who wrote it. The choreographer will be included when the dance is chosen as Round-of-the-Month. We have been asked by an area coordinator to be notified sooner, if possible, when that area would be selecting the Round-of-the-Month. The list for 1995 is as follows:

January	Blue Mountain	July	Mid-Willamette
February	Central Mountain	August	Portland
March	Eastern Oregon	September	Rogue Sis-Q
April	Emerald Empire	October	South Coast
May	Interstate Highlanders	November	Sunset
June	Lincoln-Tillamook	December	Tualatin Valley

We have sent a copy of the list to each area Round-of-the-Month coordinator. Several Oregon Choreographers have submitted dances to us for consideration and we are happy to include them when possible. We would like to suggest

that a record or tape be included when a dance is submitted. Our record supplier sends us a package of records to review, and these can be sent back to the supplier after use - we don't have to pay for records which are not selected. If a record is not included with the dance sent to us by the choreographer, we would have to purchase the record to include it on the selection tape. As with any dance chosen for the selection tape, all requirements of the State Federation must be met.

DELEGATE REPORT, JERRY AND LINDA ADAMS: In our delegate meeting we discussed several things. (1) Practice and Procedure change for delegate meetings two hours prior to dinner on Saturday before each State Meeting. The change will be ready for presentation at the January meeting. (2) We recommend that the U.S. Western discussion be postponed until January. With the information that we have right now, we do not feel that we want to take it on. Delegates and Councils need more information. We suggest that someone might attend the meeting in Denver, however we are not willing to approve funds for expenses. (3) **MOTION** made by Jerry Adams and was seconded, that the President appoint a Purchasing Committee of at least two people, each to be from different councils, to obtain three bids on approved purchases above \$100.00, with a suggested turn around of 7 days. Each member will be appointed for a two year term, one member to be replaced in alternate years. This committee will be under the direction of the Financial Advisor. **DISCUSSION:** On whether this committee should be under the direction of the Financial Advisor or the Treasurer. Jean Brigl addressed this, and stated there could be a conflict of interest and therefore it should be under the Financial Advisor. **MOTION PASSED.** President Anderson selected Jerry Adams, Portland Area Delegate, and Bea Smith, TVC Delegate to be on that committee. (4) Jean had a proposal and so did the White's, and we would like to propose holding this over until the next meeting so that we can get more information. President Anderson stated that would be addressed later. (4) We had a request from one council that the POOFS reconsider publishing the full cue sheet for round-of-the-month in each OFN. You don't have to say either yes or no, we are just suggesting it. (5) **MOTION:** I would like to make a motion that the delegates have representation on all committees, including the Financial Advisory Committee, and the Committee for dispersing the funds for the '43rd Nat'l Square Dance Convention. After some discussion, Jerry Adams withdrew his motion and restated it to read: **MOTION:** that the delegates have representation on all committees, including the Financial Advisory Committee. Motion was seconded, **MOTION PASSED.**

OLD BUSINESS:

OFN REVISION, PRACTICES AND PROCEDURES, BENJAMIN AND PENNY BROWN: Sometime during the next two months you will be getting copies of those, for your approval, as of this time they are not completed.

FINANCIAL ADVISORY COMMITTEE, JEAN BRIGL: This report was passed out to the officers and delegates (complete report on file). This Financial Advisory Committee consists of Hank and Jean Brigl, Benjamin and Penny Brown, Del and Sheila Fleming, Ray and Zola Jones, and Ray and Rae Scofield. We have met a number of times by phone, conference calls etc. to eliminate travel. We have put a lot of thought into this report. We have had recommendations on wordage, even now, so the scribbled thing that you have before you changes the wordage so there will be no misunderstanding. The insert is for Page 4 of Financial Advisory Guidelines - Committee Members, 1st Paragraph, line 6; after "Federation President" insert: ***"In the event there is a vacancy on the committee, the President, after full approval of the Financial Advisory Committee and by a majority of the Federation Board, shall appoint a person to fill the vacancy."*** ***Delete the rest of the paragraph.*** We have divided this into two parts. Part I, Page 1 through 5, Part II will be the recommendations for Statewide Square Dance Enhancement Programs. I know you all will agree that prudent management and accountability of our assets are a top priority concern. Page 1 starts out with Purpose: The purpose of this committee is to set up guidelines and make recommendations for disbursement of monies for the statewide enhancement of square dancing in accordance with the Purpose of the Oregon Federation of Square and Round Dance Clubs. As you consider the guidelines think about the fact that you have a couple of other things out there that you should be concerned about it, another National Convention, and USA West. **Nancy Morrissey:** Had a concern about the Management of Funds, Page 1, Paragraph 2 it reads in part: All securities held in the name of the Federation shall be stored in a safety deposit box in the Bank of America, Salem, Oregon. Why are securities being held in Salem? **Jean Brigl:** We tried to get a location that would be more centrally located. They should be kept in a safety deposit box, with the rest of the CD's we have now, it is the Treasurer's responsibility to keep them in a safety deposit box. Nancy suggested that the box be kept where the Financial Advisor is located at. **Jean Brigl:** We discussed that. The safety deposit box runs from January through December (calendar year), however we change Financial Advisors in September. Would you rather move the box around continuously, or would you rather keep the box in one place where it is? **Designation:** A line item fund titled "Square Dance Promotion Fund" will be incorporated into the records of the Oregon Federation of Square and Round Dance Clubs for designation of these funds. This line item will be included in the financial report. Funds will be coming from the National, that is what we are dealing with. We need to have some designation as to what the money will be used for, such as monies of the Federation dedicated to Square Dancing. **Marie Towe:** At the delegates meeting, they would

like a delegate to be on the Advisory Committee so delegates will be informed. We did not have anybody at our delegate meeting to ask questions of, and we were at a loss trying to interpret the meaning. **Jean Briql:** We just had a motion that delegates will have representation on all committees. Are you willing to supply a delegate that has expertise in investing money, and is willing to take the responsibility to accept this job. The nature of this committee is not like a lot of other committees, it has a responsibility to manage the funds. **Jerry Adams:** The delegates intent is not to have representation on the committee, but to act as a liaison. **Barbi Ashwill:** Is this committee going to be a one time thing, like when you had me check into the copyright laws, or is this going to be an ongoing committee? **Benjamin Brown:** This will be ongoing. **Shirley White:** Am I not correct that this paper that came out was for people to look at, accept your report, but not to accept what is said in it as this is the way it is going to be done. This is your report back to say, this is what we discussed, this is ways that it could be used, but it is not how it is going to be spent. **Jean Briql:** That is going to be Part II.

Shirley White: I think people are confused as to what they have to accept, as I have seen looks that say, "We are going to have to accept this"?

Jean Briql: No, the delegates need to take this back to their councils and discuss it at length. We have worked very hard on this to make it open and workable, and to give you the options.. The need for you today is to accept the report, and then take it back to your clubs and councils and discuss it. If you want to bring it before the January meeting that is fine. **Benjamin Brown:** Asked if the delegates would like to have an open forum and meet at Mid-Winter. This was the general consensus that the delegates would like to do this. **MOTION:** made by Benjamin Brown and seconded that the discussion be postponed regarding the Financial Advisory Committee recommendation until after the delegates meeting in January at the Mid-Winter. **Ray Nichols:** Announced that he discussed this with the Camerons, and we will have a meeting in the Teen Hall, Expo 1, Saturday morning at 9:00 - 11:00 a.m. for all the delegates and for anyone else that wants to receive the information. They ask that Jean Briql come to the meeting and explain the paperwork that she sent out.

DON WHITE: We need to talk about some things and the only reason I want to talk about it now, is because I know that some of these councils will be having meetings concerning this issue before we meet in January. I hope you all received a copy of the letter that Shirley and I put together concerning the dispersement of '94 funds. I want to point out a few things so that you folks are a little more knowledgeable about what we are talking about. We are going to talk about the other situation in the letter. I guess the big issue is, "what kind of money are we talking about"? That seems to be everybody's concern. I have never mentioned any money because we are still receiving bills. The state's 1/3 of undistributed liabilities or profits from our '94 National Convention are going to be in the neighborhood of between \$50,000 and \$60,000. I don't think anybody in this room probably visualized that. But that is what we are talking about, and my big concern is that we don't get into the position that we did when we did our start-up. We understand that none of us had ever done this before. But we need to have some money available when it is time for Oregon to bid again. I contend that part of that money has to be put away and earmarked solely for the next National. My letter states that if in 10 years Oregon decides that we are not going to do it, that "is a horse of a different color". But we also have to keep in mind the issue that we are going to talk about later, is keeping the corporation open. Do we want to keep the corporation open or not? You can't imagine the money it takes to get started on a convention. The first thing you have to do before you can put a bid together is to notify the NEC representatives for Oregon. Right now that happens to be Shirley and I, that you want to do another convention. Then you have to pay to bring 4 NEC representatives to fly in, drive in, or however they elect to come, to Oregon and have two meetings. You have to pay all of their expenses; room and board, transportation and the whole thing. That is part of what we had to do, and that is why we had to scrape, borrow money and get money anyway that we could to get going, and I don't want that to happen next time. It really hurt everybody on the committee, especially the Business Chairman, the General Chairman, and the Assistants. You don't realize what it takes. If you have to put a bid together when we start just to do the video, is \$10,000.00.

Benjamin Brown: Excuse me Don, this is all appreciated, but I would like to call Point of Order. There is a motion to table it. **President Anderson:** Let's hear a vote on the **TABLED MOTION**, and if you do not want to table it at this time then we will continue on with the discussion. We have a second on the table. All in favor of tabling the motion until the Mid-Winter Festival raise your hand. **MOTION PASSED.** That is the end of the discussion. **President Anderson:** asked Don White if he had anything to say on the '94 Convention. **Don White:** I will wait on it. **Ed Warmoth:** I am concerned just as Don is that this be discussed, I don't think that it is clear cut enough, it is just going to create confusion from now until Mid-Winter. I don't know how we are going to get that information, but I think it is just going to cause confusion for another 3 or 4 months.

FESTIVAL ADVISORY COMMITTEE, LOWELL AND DONNA CHAMBERLIN: About a year ago there was a motion made to have an oversite committee for festivals. Since that time, a committee has been formed, this committee has

worked with a lot of other people. Many times the debate was heated, but we worked out compromises and spent a lot of time working on this. In front of you is a copy of our report. I would like to point out a few things that are different in there, and let you take them back to your area councils. Call if you have any questions, and we will vote on it at the January meeting. Key places: Page 1, State Festivals, Line 18, regarding hosting Council shall provide a proposed budget. Line 41 regarding Grand March at the Saturday evening ceremonies, Line 47 regarding Oregon callers and cuers purchasing their admission ribbons, but each Festival may set their own policy regarding complimentary ribbons. Mid-Winter Festival, Page 3, Line 115, regarding loans, Line 123, regarding disaster funds, Line 133, regarding requests to add an assessment to the admission fee. Page 4, Summer Festivals, Line 173 regarding the disaster fund. Page 5, Line 269 regarding successful Festivals, work with the Oregon Executive Committee (OEC) to coordinate Federation activities and assistance in overall planning. Page 1 of Oregon Executive Committee (replaces Festival Advisory Committee), Line 4 regarding past State Festival Chairmen etc. Line 18, regarding the 1st Vice President is Chairman of the OEC etc. Our committee was made up of Rex and Jeri Bounds, Rogue Siskiyou, Dave and Betty Cameron, Emerald Empire, Rainey Groshong, Umpqua; Del and Sheila Fleming, Jean and Hank Brigl, myself and Donna Chamberlin, and Benjamin and Penny Brown. **MOTION:** made by Lowell Chamberlin and seconded to accept the Committees report on Festivals. **MOTION PASSED.**

Doug Pederson: Under 1981 Summer Festival Chair, that wasn't me, it was Greg Capacorn.

At this point Rex Bounds asked to have a caucus with the delegates.

DISCUSSION ON FARWESTERN: CHANGE NAME TO U.S.A. WEST: **MOTION:** made by Benjamin Brown and ~~seconded~~. To remove this item of U.S.A. West (Farwestern) from the agenda. **DISCUSSION:** **Marie Towe:** Stated she felt that we misunderstood that the delegates did not want anything to do with it, but there was more "No" votes in the delegate session, but they were open to more information about it. We would entertain any new facts that would come about. There is no more information regarding this item. **Don White:** I assume I have the same packet dated September 20th that you are talking about. I want to enumerate one line that was highlighted on about page 3. Oregon requested additional information, we understand that their committee is going to make a positive recommendation. **Doug Pederson:** As Don has pointed out we need to respond one way or another. At this point in time we are either in the process of reviewing our participation, based on whatever happens here now. I think we owe them some explanation at this point in time, either by you, or somebody to respond to these people. **Benjamin Brown:** During our convention we were approached by the President, Dave Knight to get the Oregon people involved in this, and what our feelings were on it. I told him I could not make that decision, it needs to go to the Federation. The next meeting after that, at the state meeting there was a committee put together to look into the Pro's and the Con's. The Pro's and the Con's were distributed to everybody and they were told to go back and discuss this. This is all of the information that we have, what you see is what you get. I apologize, but what I heard coming from the delegates is that they don't want to do this, at this point in time. **Mr. President:** Read the motion. Motion was read. **Mr. President:** Called for a vote, "Those in favor of removing this item from the agenda raise your hand". Three yes votes to remove the motion, **MOTION FAILED FOR LACK OF SUPPORT.**

President Anderson: Asked Benjamin Brown if he had any other business. **Benjamin:** Just what was distributed at the last meeting has to be brought back before this group. I will entertain a **MOTION** to 'YES' we will be **SUPPORTIVE**, or "NO" we won't be supportive. I make a **MOTION** that we support the Farwestern. Second it, and have a discussion, and vote as to what our feelings are. **MOTION WAS SECONDED.** **Lee Ashwill:** made an **AMENDMENT TO THE MOTION:** Amendment was seconded. "To retitle this to U.S.A. West, which I believe to be the proper title for this festival or convention." **AMENDED MOTION PASSED.**

President Anderson: Now we are back to the motion again. **DISCUSSION:** **Jerry Adams,** Delegate for Portland: At the delegate meeting we decided we would like to have this postponed until January meeting to get more information to and from our clubs and councils. **Linda Holden:** When I took the information that I had back to my council, we came out with a list of four or five questions that were not answered in the information; is this something totally different from the convention that we just had, as far as jurisdiction or whoever is in charge of it? We were concerned with time frame, like our commitment to do the USA West, and end up doing it two years in a row. I guess basically that was the questions and comments that we had. Many people in their areas don't have the problems that I have in my area, but we felt that we should spend more time and energy in our own clubs, council, and state activities. **Don White:** I have a letter that went to the NEC. Denver has already committed for August 6-9, 1997. My concern is, and I think you need to think about this again. Who is going to do it for 1998 and 1999? What is the Federation going to be doing if you bid for the National, ten years from now 2004; you are back putting a bid together so that you can bid in 1999, in Indianapolis, so the bid committee would be working on that in 1997/98. My other big question is when I look at this, they have not decided whether they are going to be a Corporation for Profit or Non-Profit. That can run into a big headache if they go

profit. Then how does the State Federation get tied up into that when they are a non-profit corporation, unless they form another corporation, which then you will have to file again and go through IRS etc. I am not going to say which way you should go, but this is something to consider. **Benjamin Brown:** Stated that his motion was made to see if we wanted to support this or not, he is not for it or against it either way, but just wants to know what direction the Federation wants to go. **Jerry Adams:** I do not know in my own mind what is going on. I do not honestly know if this is off the wall from Denver. I would like to know. **Linda Lambert:** For those of us that did get the letter, and I realize that everybody in this room did not, they listed multiple cities in the Western United States that would be possibilities for hosting this USA West Convention. Several of these cities have pretty well indicated that they have no desire to host anything of that size. I don't know about you guys, but I have no desire to go to Phoenix, Arizona in August and square dance. **Penny Brown:** What we can do is make a copy of all of the letter, and provide you with it. There is a section of questions and answers the committee came up with, and we can provide you with a copy of that. **Linda Lambert:** I feel we have been hanging on to this for several months, and the people in Denver deserve to have an answer one way or another. I know that there is a motion on the floor, but I strongly recommend the delegation vote "No". **MOTION FAILED.**

Ray Nichols, Emerald Empire Delegate: The delegates had a caucus, and we are upset about Jean Brigl and Don White being cut-off. We would like to invite them to our delegates meeting, next January, at Mid-Winter Festival to come and explain the items to us, and get this straightened out. Would you like to do this? The answer was yes, from Don White and Jean Brigl.

NEW BUSINESS: President Anderson: asked if there was any new business before this assembly?

MOTION: was made by **Benjamin Brown** and seconded by Lowell Chamberlin, that the Oregon Federation OFN Editors be provided with three hours of training on software. **Don White:** Doesn't this have to go before the OFN Advisory Committee and through the POOF's to do this? It has to do with the OFN. After Don White's statement, Lowell Chamberlin withdrew his second. **Benjamin Brown:** I will restate my **MOTION:** that the Oregon Federation pay for three hours of training for the OFN Editors out of the general fund. **President Anderson:** Is there a second? **MOTION FAILED FOR LACK OF A SECOND.**

DELEGATE REPORTS:

UMPQUA, RAINEY GROSHONG: It is so nice to be first! The **Buckeroos and Boots and Calicos** combined their efforts to promote Square Dancing, during September, by working with Food World Market. The Market had their greeters pass out Square Dance Lesson Flyers and the clubs danced at the Market on a Saturday just prior to lessons. Square Dance classes are small again this year and are progressing rapidly. They will definitely be ready for Mid-Winter dancing. The **Buckeroo cuer, Neil Koozer,** tried a new kind of class this year. He calls it a **"KISS" class -- "Keep It Simple Sweetheart"**. He is teaching all the various **"Rhythms"** without the degree of difficulty one would normally associate with Cha Cha or Tango. Dancer response is very good and the class is going into it's third month. Neil and his wife, Doris, have recently written some nice Round Dances. Many Umpqua Areas Dancers attended the Sets In Order Birthday Dance. Those folks are so hospitable; we had a most enjoyable evening of dancing. Should you be in the Umpqua Area, drop by the Buckeroo Barn in Roseburg, where all the clubs now dance. There is some form of Square or Round Dancing every night of the week.

TUALATIN VALLEY COUNCIL, BEA AND ED SMITH: The TVC had a very successful 5th Saturday dance with the **Valley Squares**, with interesting entertainment (ask Bob or Carolyn Bosch). Our next dance will be a New Dancers dance on November 20, at Washington County Fairplex. The TVC Board is looking forward to a joint meeting with the Portland Area Council at a Dinner meeting December 12th. The joint PAC-TVC dance is still in the planning stages, but will be held sometime in the Spring of '96. We are looking at making some changes and revisions to our Constitution and By-Laws. Remember to bring your new dancers to our Jamboree on November 20 at the Washington County Fairplex from 2 to 5 p.m.

SUNSET AREA COUNCIL, DEL AND BONNIE NIEMI: Ken Moore is still recuperating from knee surgery and improving every day. He took his usual place at the door, at the Council Dance on the 29th. He's not quite up to traveling to the state meetings just yet, maybe he will make it to Mid-Winter. The Council Dance was a fun one, we feel all had a good time though we didn't have many visitors, but we broke even! Distribution of door prizes and "Split-the-Pot" was a little lopsided, however, with the Hayshakers walking off with all the loot! Both clubs are holding beginner lessons - Promenaders with one square plus one person and Hayshakers with three squares. Promenaders are also having mainstream workshops for recent graduates, may replace with round dance lessons later. Plus dances with Harvey continue to be held at Wickiup Grange at Svensen every 2nd and 4th Friday. Hayshakers are pleased with the turn-out they had at their recent Indian Summer weekend. Promenader's Hardtimes Dance brought visitors from the Hayshakers and Singles on Saturday from Portland; also a few "far-out" characters showed up, as usual, at this annual affair. Hayshakers and Promenaders are saddened by the news that Jim Goetze, Hayshaker member and attendee at

Harvey's plus and dances, is suffering from terminal cancer, which has spread to the brain stem. Hayshakers had a dance in his honor last night and had a money tree for donations to him and his family.

SOUTH COAST, KAREL AND DON MORRIS: Three clubs in the South Coast Area continue with beginner square dance lessons and **Rainbow Cloggers** continues with clogging lessons. Western Line Dance classes are offered in Port Orford by the **Beachcombers** and in North Bend by **Saints-n-Aints**. The **Beachcombers** have been working on the roof of their building hoping to get it up to par before more winter storms. **Rainbow Cloggers** will be participating in the Nationals in San Diego this month and also in the U.S. National competition in Anaheim in January. Their normal class schedule will vary somewhat due to these out-of-town trips. **Saints-n-Aints** held a great Halloween costume dance, complete with a graveyard in the back room where it is dark and spooky. They have about 20 students in their beginner class and are planning a Christmas dance for all beginners on Sunday, December 18 (7-9 pm). Their regular Christmas dance will be held on Saturday, December 17, with Sherm Welch calling and Denise Harris cueing. A 48th Anniversary Dance was held by **Sets in Order** on October 8. The theme was "Dancing and Potlucks" and door prizes were food items, baking supplies and home-made pies. There were 10 squares of enthusiastic dancers dancing to the calling of Sherm Welch and the cueing of Denise Harris. **Sets in Order** will be dancing the 2nd Saturday only in November, December and January due to Thanksgiving, Christmas, and Mid-Winter Festival. Their beginner class is reportedly "limping along". **Skyloft Squares** has both round and square dance lessons in progress. **Skyloft**, along with **Saints-n-Aints**, will be co-sponsoring the New Year's Eve Dance. The remainder of the New Year's weekend is sponsored by **Skyloft** and includes free RV parking, potlucks and steak fry, crafts, Rose Bowl Parade on TV, games (including those football ones on TV), and the annual Pajama Dance which will be on Sunday, January 1. Some flyers have been distributed and if you need any further information please check with me.

ROGUE SIS-Q, REX AND JERI BOUNDS: The clubs beginner classes are small and one of the clubs will probably graduate students in January. Council's Fifth Saturday Dance was well attended with 10 squares. We are planning on how to keep our students dancing with student level dances scheduled every two weeks. The Star Promenaders have a New Years Eve dance and would like to invite all who are in the area.

PORTLAND AREA COUNCIL, JERRY AND LINDA ADAMS: The Mary Kay fund of \$290.00 has been donated to Hospice. A committee was formed to plan a joint dance in the near future with Tualatin Valley Council. Oak Grove Community Club, home to PAC and several clubs in the council, is having a winter bazaar November 26. all proceeds will go to the building paint fund. A committee is working on constitutional and by-law housekeeping needs. A new budget committee is to be appointed. The council holiday dinner will be 7:30 p.m., December 12 at Henry Ford's. Dinner is \$15.55 per person, including gratuity. Anyone wishing to attend contact Norma Harrington (503) 255-4434 before November 21. The next council dance will be Friday, December 30, 8:00 p.m. Oak Grove Community Club, 14496 SE Cedar, Oak Grove. I wish to thank the Wy'East Whirlers, Swap and Swing, Boots and Bees, Columbia Gorge and dancers, and Portland Area Council for all of their work, for hosting the state meeting, the dinner, breakfast, and dance. It has been a very enjoyable weekend, and we appreciate all of the hard workers.

MID-WILLAMETTE, SHIRLE GIERLOFF AND GEORGE: Mid-Willamette is pleased to welcome two new clubs into the Council. Willamette Squares of Salem with caller, Bob Anderson and Rocken Renegades of Mc Minnville. The Renegades will be using guest callers at this time. The Fall Festival sponsored by the Council was held on October 29th. We were delighted to have 21 squares at this dance and was especially happy to have a representation from each club in the Area.

LINCOLN-TILLAMOOK, NANCY MORRISSEY: The **Coast Swingers** of Garibaldi will be dark on the 4th Friday in Nov., Dec., and Jan. No guest callers during those three months. They will begin lessons in January. **Cheddar Squares Plus Club of Tillamook** is struggling to survive. They will be dark for the next three months, Nov., Dec., and Jan. Toledo 49'er will host the 3rd Annual Crab Walk Sashay at the High School in Newport this coming weekend on the 11 & 12 November. Caller will be Les & Paula Seeley and cuer will be Ray and Virginia Walz. The Newport chamber of Commerce has a room that seats 25 for any possible meeting. Their classes are going well with 2 squares. Waldport Sunset Squares' lessons are going well with 2 squares of beginners and 2 squares for plus. The club has new club outfits and they'll wear them for the Crab Walk Sashay and Sweet Home's Turkey Teleford dance which will be a bus trip. **Toledo 49'ers** hosted the Lincoln-Tillamook Area Meeting and dance on October 29th. A lot of scary folks showed up and danced to Leonard Snodgrass, the caller from beyond the grave. The calls were haunting. **Area Activities:** Nine people from the area along with Lowell Chamberlin inspected the Tillamook County Fairgrounds and the High School as possible facilities for hosting the 1996 Summer Festival. Site location is still a mystery. The Area elected the Chair and Co-Chair. Chair is Nancy Morrissey and Co-Chair is Ray and Betty Jones.

INTERSTATE HIGHLANDERS, HELEN AND DON SCHREINER: Area clubs are back to their regular scheduled

dances and workshops. Beginners classes are doing very well with some very enthusiastic new dancers. Ben Casad, caller for the Tule Twirlers was recently diagnosed with cancer and is in treatment. We are all praying for Ben and we are all very optimistic that he will be back on the floor and calling very soon. The **Tule Twirlers** are continuing with their plus workshops on Mondays. They will be dancing to tapes and records until Ben again feels like calling. Their Thursday round dance classes will also continue with Bert teaching and cueing. The Tule Twirlers November party night will be a little unusual they are having a Daddy Do Dance. The men must bake and decorate the cakes. Prizes will be given to the best. The **Happy Huggers** classes are being held on Tuesdays. Their party night will be November 15th with Sherm Welch calling. The **Tall Town Travelers** beginners classes are being held on Thursdays and their party night will be November 5th and they will be honoring all Veterans. A baked potato dinner will be served. The **K.C. Squares** extend a big thank you to all that attended their Potato Festival. If you didn't attend you missed a wonderful weekend with Randy Dibble. Their beginners class on Thursdays has over two squares of new dancers and they are very enthusiastic. Wednesday workshops are continuing. Their November party night will be the "Toys for Tots" dance. This is one of the charitable organizations the K.C.'s support each year. The Council dance on October 29th was hosted by the **Tule Twirlers** with lots of ghost and goblins in attendance to dance to Bob Studevoss and Bert Casad doing the rounds. The next council meeting and dance will be December 31st with all four clubs hosting a New Years Eve celebration.

EMERALD EMPIRE, RAY NICHOLS: The Emerald Empire is moving along with plans for the Winter Festival for '95. Some clubs report large beginner classes this year and this will mean a bigger Festival. We still have one club with no class. October was a month full of special dances and Halloween parties. The fifth Saturday dance hosted by area callers was well attended with a lot of scary costumes. There will be two large New Year Dances this year. The Emerald Square Dance Center will feature Vic Kaaria, caller and rounds will be cued by Christina Corelli-Goode. New dancers are welcome, cost \$7.50 per person. Rounds 8:30 p.m. to 9:00 p.m. Squares 9:00 p.m. to ????. Also a Smorgasbord buffet. New Years eve dance hosted by Boots and Sandals with Pat Hintz, cuer and callers Wayne West and Jim Cyphert from 7:30 to 9:00. A1 with Wayne West 9:00 to 12:00, Plus with Jim and Wayne. The events will be held at the barn in Cottage Grove with Midnight buffet and door prizes. Self-contained RV parking for free. Admission \$5.00 per person. **CORRECTION TO THE DIRECTORY:** Delegate for Emerald Empire: Ray Nichols, 4565 Avalon, Eugene, OR. 97402 (503) 689-5659.

EASTERN OREGON, LINDA AND BOB HOLDEN: All is alive and well in Eastern Oregon. All of the clubs have returned to dancing for the fall season. Unfortunately we are so spread out that it is difficult to get the information from all of my clubs. With all of our busy schedules it is even difficult to connect with each other on the telephone. On October the 8th we held a council meeting at the Lone Grand Squares. All of the clubs were represented with the exception of the Muddy Frogs. The potluck was delicious and the dancing was fun. We had the installation of council officers at this dance. The Lone Grand Squares held a Halloween dance. They are going to dance one time this month. Rockets of Pendleton are still struggling but did have a square at their October dance. The Muddy Frogs are busy dancing as usual. This club did not provide me with information, therefore all I can do is assume that they are holding lessons and dancing their usual schedule. The Square Knots are having lessons, the class is small but is progressing well. They manned a Boardman rest area again in October. As usual it was a very profitable weekend. They are dancing their regular schedule. We are attempting to do more caravanning this year than we have in the last few years. We want to make sure people know that we are still dancing perhaps encouraging some return visitations. Our council always seems to have a difficult time with getting people out to our meetings and dances. This year we are going to try holding our meetings on the Sunday following the state meeting. The first of these will be October 13th at my home. I will let you know at the next business meeting if this is helpful or not. I want all of you to be aware that Catherine Hicks lost her son to cancer a little over a week ago. I think it would be a nice gesture for all of us to send her a "thinking of you" card as I am certain that this is not an easy thing to deal with.

CENTRAL OREGON, MARIE AND BOB TOWE: Dance attendance has been down, possibly because many went hunting. Now the snowbirds are leaving since winter has come to Central Oregon. Hope we get visitors to fill in our squares. Jay Gerke, member of Bachelor Beaus and Swinging Mountaineers passed away on October 30th after hospitalization and a heart attack, survived by wife Polly. (For Corresponding Secretary: Send a sympathy card to Polly Gerke, 6324 Jackpine, Redmond, OR. 97756). Central Oregon Council now has a travel banner which goes to the club with the most dancers at each council dance. It is hoped this will help increase attendance at Council dances. The Council has formed a standing Building Committee in the hopes that we will build a square dance center someday. The Council has formed a group of dancers for exhibitions in malls, festivals, fairs, etc. to promote square dancing. We will try to show off how nice it looks, and fun it is and attract new beginners. This exhibition team dancing will be intermixed with regular dance tips.

NEW ADDRESS FOR BOB AND MARIE: 12690 North Rim Place, Crooked River Ranch, OR. 97760, (503) 548-4791.

BLUE MOUNTAIN, RAY AND GINGER FENN: The fall rain has arrived along with hunting season so all is well in the Blue Mountain Area. The **Elkhorn Swingers** of Baker City have begun classes and report two squares of students. Classes will begin with the **Alpine Twirlers** of Enterprise; The **Indian Valley Paraders** of Elgin; and the **Star Promenaders** of La Grande in January. Don and Bonnie Berry have been extremely busy with their classes of clogging and line dancing. Bud Rogers, caller for the Indian Valley Paraders will conduct his class according to the new method prescribed by Callerlab. Our 1998 Summer Festival meeting was hosted by the Indian Valley Paraders in Elgin October 15th. Main topic being the budget which was set at \$22,500. The uncertainty of inflation is questionable looking forward 3 1/2 years. We discussed at length prices we need to charge and came up with some figures which are not set in concrete. Our Blue Mt. Council dance was hosted by the Alpine Twirlers of Enterprise with 3 1/2 squares in attendance. Guests of honor were Charlie and Dorothy Daggett who have served the Council as Delegates for so many years. For years Charlie taught and cued round dancing. He was Delegate to the Federation for a few years before Dorothy entered the picture and then the two of them served as delegates for an extended period. Dorothy was Chairperson for the 1988 Summer Festival and is once again Chairperson for the 1998 Summer Festival. They have kept the Council well informed of Federation activities and always with a smile on their faces and their mood a joyous one. We truly appreciate this wonderful couple. Rita Caverhill reported that the Council has had Tax Exempt Status for almost two years. There was some confusion in our IRS number when we changed from Three Valley Council to Blue Mountain Council which caused the delay. Round of the month for January was chosen by the Blue Mt. Council; **SENSUOUS WOMAN**, was presented by Bud and Billie Jean Rogers of the Indian Valley Paraders of Elgin. Our next Council dance will be hosted by the Indian Valley Paraders of Elgin, December 31, 1994, New Years Eve, caller, Steve Sullivan.

ACTIVE GOODWILL AMBASSADORS:

OREGON GOODWILL AMBASSADORS, GEORGE AND BERNICE GRUCHALLA: Nancy Carson, Recording Secretary read the report that Bernice sent to her from Mesa, Arizona. "Greetings from Sunny Warm Arizona"!! Dancing is just getting under way here - but had an acute gallstone (big one in the neck of my gallbladder) attack shortly before we could leave Oregon so it takes longer for us older people to recuperate, but plan to get back to dancing, hopefully soon. Our Federation News address zip is 85213. Seems they do have a problem with us, our addresses. Thinking of you all with Love, George and Bernice Gruchalla. Nancy reported that on the previous note that Bernice had sent with a label on it to correct her address, the street was spelled **Lindsay Rd.** On this return address label the street is spelled **Lidsay Rd.** Soooo confusing!! Nancy will write Bernice a letter and find out which is the correct spelling. We wish Bernice well!!

OREGON GOODWILL AMBASSADORS, JIM AND MARGE NEELY: No report. Linda Holden reported to Nancy Carson that the Neely's were unable to make it today, but to give everybody their regards.

OREGON GOODWILL AMBASSADORS, ED AND MARY WARMOTH: We are registered for the 1995 State Mid-Winter Festival and look forward to attending with our motor home. We plan to stay near our home and telephone most of the time until next June. In June we will be traveling to Nice, France to attend the Rotary International Convention. On the way back from France we will stop in Birmingham, Alabama for their 44th National Square Dance Convention. We are scheduled to moderate a Legacy Panel discussion on "Planning a Full Year of Square Dance Fun". We plan to attend the reunion of the Oregon Trail RV Caravan which will be held in Birmingham. We look forward to seeing many of our friends at the 1995 Fairview Benefit Dance in Salem, Sunday, April 2, 1995.

OREGON GOODWILL AMBASSADORS, DON AND SHIRLEY WHITE: No report.

OREGON GOODWILL AMBASSADORS, JACK AND ROSEMARY WILLIAMS: Fall is the time of year some partners disappear for a time and that is what has happened this year. This is also known as hunting season. Ask Jack about his luck this year. During this period Rosemary has had a great opportunity to host Norm and Marcy Yoder while they called for the Bachelor Beauts. It is such great fun to get to know people on a personal basis. Marcy loves the great out-of-doors and could always see something beautiful to take a photo of. Of course, there is no doubt that Norm loves calling and all of the dancers benefit from his enthusiasm. We did make a big trip over to Prineville to visit the Sagebrush Shufflers. They always make us feel so welcome. Poor Mark Chambers was having difficulty getting his voice to do as he was commanding but this did not stop him from calling a great dance. Our longest trip has been the one coming here to Hood River but we have been active with about 45 new square dance pupils at the Bachelor Beaut classes. One of those new dancers is a young boy who says he can't wait for the weekends to get over so he can come to class on Monday night and dance with Rosemary. Our Central Oregon Council is sponsoring an exhibition square dance group who will be available for activities. This is just forming under the direction of Mike Nonnenmaker. Boy, you can't get by with any infraction of square dance movements as Mike really believes in the beauty of precision dancing. At present there are two squares made up of dancers from various clubs in the council. More to come on this development. Our Council President, Hal Meyers, was very instrumental in promoting the idea. Lola, our Corresponding

Secretary, thank you for a letter of thanks for us being on the POOF Advisory Board.

OREGON GOODWILL AMBASSADORS, KEN AND NANCY CARSON: We attended Coquille's 48th Birthday Dance, October 8th. It was a great dance with Sherm Welch calling. Our kids came home from Alabama for a short visit, ex-round dance cuer for the Saints-N-Aints, Vonnie Nordquist and her husband Larry. We attended the Area Council 5th Saturday night meeting and dance. We have had several visits and visitors from family and friends as far away as Portland/Vancouver. We plan on attending the Crabwalk Dance in Newport, and the Turkey Teleford Dance in Sweet Home, in the month of November. We will have a family gathering at our house for Thanksgiving weekend. We plan to attend the joint Skyloft Squares and Saints-N-Aints New Year's Eve weekend. This is a laid back weekend, people bring their RV's and we potluck and potluck!! Oh yes, we play games and dance too. **WISHING YOU ALL HAPPY HOLIDAYS FROM THE CARSON'S!**

President Rex Anderson thanked the Portland Area Council and clubs for having us, and wished everyone a **VERY HAPPY THANKSGIVING, A MERRY CHRISTMAS, AND A HAPPY NEW YEAR! DRIVE CAREFULLY!**

FOR THE GOOD OF THE ORDER:

Bob Bosch: Remind the delegates that the OFN needs a count on the New Dancers Issues by the 27th of November. We would like to have it now.

Gary Smith: Asks that everyone reads the insurance handout he passed out.

Dave Cameron: Asks that people take home the Mid-Winter program booklets.

The meeting was adjourned at 2:00 p.m.



Nancy Carson
Recording Secretary

October 29, 1994

OREGON FEDERATION OF SQUARE AND ROUND DANCE CLUBS

TO: Officers and Area Delegates

From: Jean (Hank) Brigl, Financial Advisor, Chair Financial
Advisory Committee


Our Federation has grown in the past two decades to a very sophisticated organization. Many changes in our practices and procedures have come about along with this growth. State and Federal agencies are scrutinizing nonprofit organizations much more closely which has made it necessary for us to be fully accountable. We are held responsible for lack of action as well as for our actions. Guidelines must be in place to ensure the operation of an organization is done in such a manner as to warrant the nonprofit, tax exempt status it has been granted.

Federation assets have grown to a degree where prudent management of these assets has become a necessity. This committee has attempted to set up guidelines in accordance with the Purpose of the Federation to manage these assets so that use of these funds shall be for the enhancement of square dancing for all Oregon Federation dancers, clubs and area councils.

Please read and bring the enclosed committee's third draft of the guidelines and the "Recommendations for Statewide Square Dance Enhancement Programs" to the November Federation board meeting. We are open to suggestions and recommendations so that we can make these guidelines a strong, workable document.

Thank you for your help.

Warmest Regards,


Jean

Enc.

Typed

OREGON FEDERATION OF SQUARE AND ROUND DANCE CLUBS
FINANCIAL ADVISORY COMMITTEE

PURPOSE: The purpose of this committee is to set up guidelines and make recommendations for disbursement of monies for the statewide enhancement of square dancing in accordance with the Purpose of the Oregon Federation of Square and Round Dance Clubs.

DESIGNATION:

A line item fund titled "SQUARE DANCE PROMOTION FUND" will be incorporated into the records of the Oregon Federation of Square and Round Dance Clubs for designation of these funds.

MANAGEMENT OF FUNDS:

It will be the responsibility of this committee to manage this fund and to use its expertise to the utmost discretion in handling of monies. Moneys will be invested in no-risk investments guaranteed by the FDIC. The committee is empowered to make or change investments when funds become available and seem appropriate. Investment transfers will require two signatures of the officers of the Federation who are authorized to sign checks.

All securities held in the name of the Federation shall be stored in a safe deposit box in the Bank of America, Salem, Oregon. The treasurer, president and the immediate past president will have access to the contents. Two signatures are required for safety deposit box access. Location of the safety deposit box shall be listed on each Federation financial statement.

The committee shall review, at least semi-annually, the statewide plans and goals of the Federation, shall make recommendations for statewide square dance enhancement programs and projects and shall prudently act in the most advantageous manner to assist in the achievement of both long and short term statewide goals.

The Federation portion of the moneys from the 1994 National Convention shall be deposited into the Square Dance Promotion Fund. These monies shall be apportioned at 50% for a statewide emergency fund, interest to accrue, and 50% for a statewide square dance enhancement fund, interest to accrue. Lawsuits, possible demise of the Federation and festival deficits would be considered as emergencies.

SPECIFIC POLICIES FOR DISTRIBUTION OF FUNDS:

The committee shall annually establish the amount of funds which can be considered for distribution. This annual meeting shall be held at the Summer Festival or prior to the September state board meeting. Four members of the current five, or three-fourths ($3/4$) of the Financial Advisory Committee, must approve the recommendation to the Federation Board when any of the funds are to be expended for specific purposes. Members not in attendance will be polled by mail for written approval.

A two-thirds ($2/3$) vote of the Federation Board shall be required in order to expend the funds as recommended by the Financial Advisory Committee.

While the Financial Advisory Committee is in existence, the Federation Board shall be prohibited from distributing any amount of the funds available for use in the absence of a recommendation from the aforementioned committee.

All suggestions and recommendations for the enhancement of statewide square dance activities by Area Councils, Clubs and square dance individuals must be presented in written form to the committee for consideration if funding is desired.

Applications for funds on approved projects or activities may be made to the Financial Advisory Committee. Applicants must be members of the Oregon Federation of Square and Round Dance Clubs. Application forms will be available from the Financial Advisor.

Applications must be submitted to the Chairperson (Financial Advisor) of the Financial Advisory Committee at least 30 days before the Advisory Committee meeting.

The Financial Advisory Committee will review applications and will make specific recommendations. If the committee approves funding a request, the chairperson must take the request and the committee's recommendations to the Federation Board for final action.

In the event that the request is not approved, is changed or is deferred, the applicant will be notified by the chairperson promptly after the consideration of the application by the committee or the Federation Board.

When funds are approved, the Financial Advisory Committee will specify how, and when the applicants must provide progress reports and final evaluations of the results from the use of the funds.

Applications and all action shall be kept on file with the Federation Financial Advisor with copies to be retained by the recording secretary.

FUNDS USED FOR COLLATERAL OR LOAN PURPOSES:

Normally funds are not to be used for collateral or loan purposes. In the event of a drastic emergency when such funds would prevent the demise of the Federation, a loan may be considered.

The following steps would be required for such action to occur:

1. The request from the Executive Board, with full documentation (background, circumstances, effects, results and time frame) must be submitted to the Financial Advisory Committee members at least 48 hours prior to the Federation meeting (Executive or other).
2. One Hundred Percent (100%) of the Financial Advisory Committee must approve the loan request and reply in writing as to the conditions and stipulations (interest, time repayment schedule, etc.) which would be a necessary part of any loan agreement or contract.

3. Should the Executive Committee of the Federation Board and the Financial Advisory Committee come to an agreement concerning the conditions of the loan, a contract would be drawn up and signed by all members of the Federation Executive Board (elected officers) and by the party/parties requesting the loan.

COMMITTEE MEMBERS:

This committee, formed by the selection of five members by the Financial Advisor and duly appointed by the Oregon Federation president, shall be appointed or reappointed annually by the Federation board unless a request to be replaced is made to the Federation President. At such time a new member shall be appointed by the President, on the recommendation of the Financial Advisor, and shall be approved by the Federation board.

A committee member appointed in mid-term to succeed another member, will complete the term of his predecessor.

One year after being fully organized, a rotation process will begin with the replacement of one member/couple each year. The proposed new committee member/couple shall be recommended by the Financial Advisor, with full approval of the Financial Advisory Committee, to the President who will submit the nominee to the Federation board for final approval. The new current member/couple will be briefed by the Financial Advisor of the expectations of the committee and the responsibilities and term of appointment of the committee members.

The President and Past President shall sit on the committee in an advisory capacity (non-voting). In the event of a tie vote, the Past President shall cast a tie-breaking vote.

When newly elected Federation officers are seated in their positions, the President and Past President will take their places on this committee.

COMMITTEE STATUS:

The Federation Board and/or the Financial Advisor may call on this committee for consultation on other specific matters.

GUIDELINE CHANGES:

Changes in these guidelines will require an approval vote of four of the current five members or three-fourths (3/4) of the Financial Advisory Committee and two-thirds (2/3) approval vote of the Federation Board.

Note: All references to square dancing shall include square dancing, round dancing and clogging.

OREGON FEDERATION OF SQUARE AND ROUND DANCE CLUBS
FINANCIAL ADVISORY COMMITTEE

RECOMMENDATIONS FOR STATEWIDE SQUARE DANCE ENHANCEMENT PROGRAMS

COMMUNITY AND SOCIAL IMPROVEMENTS IN THE SQUARE DANCE WORLD

EDUCATION SEMINARS

Publicity to promote attendance

AUGUST-SEPTEMBER NEW DANCERS PROGRAMS

- A. Recruitment parties
- B. TV and radio spots
- C. Newspaper ads - full page
- D. Billboards on local transportation buses
- E. 1-800 number for square dance information
- F. Oregon Federation News promotion
- G. Grants for statewide square dance programs
- H. Programs to change non-square dancer's perception of the square dance image in all programs or projects
- I. Mileage/motel and postage for Education Chairperson to visit each area with pre-approved printed material for each club delegate, relating to all state functions available to all square dancers
- J. Mileage/motel allowance for State President for one visitation to each Area Council annually plus emergency meetings
- K. Visibility, visibility, visibility

EMERGENCY DISBURSEMENTS

Festival deficits

Lawsuits

In the event of a possible demise of the Federation

All references to square dancing shall include square dancing, round dancing and clogging.

MEMBER ROTATION PROCESS OF FINANCIAL ADVISORY COMMITTEE

Retiring September, 1995 Benjamin (Penny) Brown

Appointee September 1995-1999 _____

Retiring September, 1996 Del (Sheila) Fleming

Appointee September 1996-2000 _____

Retiring September, 1997 Ray (Rae) Scofield

Appointee September 1997-2001 _____

Retiring September, 1998 Ray (Zola) Jones

Appointee September 1998-2002 _____

The President Elect annually appoints or reappoints the Financial Advisor.

Don and Shirley White
General Chairman
4325 Cooper Hollow Rd.
Dallas, Oregon 97338
(503) 623-5969

Lee and Barbi Ashwill
Assistant General Chairman
4684 Ivory Way N.E.
Salem, Oregon 97305
(503) 393-9320

43rd National Square Dance Convention

June 22-25, 1994 — Portland, Oregon

P.O. Box 710 • Dallas, Oregon 97338-0710

October 26, 1994

Rex & Sylvia Anderson, President
Oregon Federation of Square & Round Dancers
Route #1 Box 1090
Pendleton, OR 97801

TO: Officers of OFSRD and Area Delegates

FROM: Don and Shirley White, General Chairman 43rd NSDC

Upon completion of the convention in June, many Oregon dancers expressed an interest in bidding to host another National Square Dance Convention at some future date.

This brings up the question. Does the corporation formed for the 43rd NSDC remain in operation, as past conventions have opted to do? Their reason being, it is easier and cheaper to continue a corporation rather than dissolve and then re-submit the necessary paperwork and fees to start over.

WE HIGHLY RECOMMEND THE SPONSORING ORGANIZATION AGREE TO CONTINUE THE CORPORATION FORMED FOR THE 43RD NSDC.

The following conditions must be mutually agreed upon to make this a viable option.

1. Accept the 1/3 portion of the distribution of funds from the 43rd when the money is made available.
2. Return \$5000.00 to the 43rd NSDC immediately upon receipt of 1/3 portion to be used for operating expenses until Oregon decides to bid again.
3. The remainder of 1/3 portion will be put into a separate interest bearing account.
4. The principle to be reserved and returned to the 43rd NSDC when the OREGON FEDERATION elects to sponsor a bid to host another NSDC.
5. The interest accrued from the principle to be retained by the OFSRD as income.

6. If Oregon does not elect to bid to host another NSDC within 10 years (by the year 2004), all funds, both principle and interest will become the sole property of the Oregon Federation of Square and Round Dancers. This means the convention could be held as late as 2009.
7. A document agreeing to the above mentioned conditions will be signed by the President of the OFSRD and the General Chairman of the 43rd NSDC and will be binding.

During our past years as General Chairman we have had many opportunities to hear what has happened to states who have had a successful convention, such as ours, that had funds reserved for another bid. But as no provisions had been made as how to make them available when the time came, those funds were withheld for various reasons. One such state, the past general chairman had control and would not release the funds to the current corporation. Another state had the funds available but would only release them if the new general chairman would agree to paying interest on those funds while using them, plus repay the funds at the end of the convention.

Our feelings are the money was made from a NSDC and should be returned to such a cause if the need arises. No future Oregon sponsored convention committee should have to go into a bid without funds, as we had to do with the 43rd.

If the Oregon Federation does not agree to these conditions and remit back the \$5000.00 for the 43rd treasury, we will have no recourse but to dissolve the corporation. Had we the information about problems incurred by other convention states prior to stating our constitution and by-laws we certainly would have taken the proper action to include provisions to keep the corporation active for a pre-determined number of years.

Our main concern is that adequate funding be available to any committee hosting another NSDC. Please consider this letter before the November state meeting, as we have asked the president to put it on the agenda.

cc: Oregon Federation Officers
All Council Delegates
Oregon Trail Board

STATE FESTIVALS

State Festivals shall be co-sponsored by the Oregon Federation and a hosting Area Council or Councils with the net income or loss to be divided equally between the Federation and the hosting area council or councils.

Immediate direction of Festival details shall be in the hands of the Area Council. The choosing of Festival Chairpersons and other committee persons is the responsibility of the hosting area.

The Oregon Executive Committee (OEC), made up of past chairpersons of State Festivals is available to the Councils for assistance, if requested. The committee is chaired by the 1st Vice-President who shall be the liaison to the Federation. For information on this committee, see Standing Committees, Sec. VII.

The hosting Council shall provide a proposed budget. The Federation has a loan fund available to the Festivals. Also, there are two "disaster" Festival funds: one for Mid-Winter Festival and one for Summer Festival. See Mid-Winter and Summer Festival guidelines for details. The admission fee for Festivals is to include \$.50 per person which is to be forwarded to the State Treasurer for the State Insurance Fund prior to profit computation. The current year's Festival chairpersons are to make reports at each State meeting, submitting copies of the current financial statement to the President, 1st Vice-President, Financial Advisor and the Treasurer. The Festival books should be closed and available for audit ninety (90) days after a Festival ends.

The President, 1st Vice-President and Financial Advisor are to receive copies of Festival committee meeting minutes.

It is desirable that the Summer Festival be held in different geographic areas of the state and be rotated through as many areas as possible. The Mid-Winter Festival is held in Eugene each year.

Each Festival is to provide tables for the next Mid-Winter and Summer State Festivals, Oregon Federation News, two (2) tables for the Historian's display, and shall present a ribbon, logo, program booklet and any item of historical value to the Historian for a permanent record.

If there is a Grand March at the Saturday evening ceremonies, the recommended line-up is as follows: Oregon State Federation officers, visiting dignitaries, current Festival Committee, following Festival committee, 2nd following Festival committee, Councils and Clubs as they congregate. This is only a recommendation - it is at the discretion of the hosting council.

The Federation recommends that the Oregon callers and cuers performing at the Festivals purchase their admission ribbons, but each Festival may set their own policy regarding complimentary ribbons. An accounting of complimentary ribbons is to be submitted with the final financial statement.

MID-WINTER FESTIVAL

The Mid-Winter Festival has been and still remains the responsibility of the Emerald Empire, until such time as the Emerald Empire requests that some other area assume this responsibility.

Immediate direction of Festival details shall be in the hands of the Emerald Empire Council and the Federation shall cooperate as far as practicable.

The choosing of the Festival Chairperson(s) and other committee persons is the responsibility of the Emerald Empire.

The responsibilities of the Festival Chairperson(s) include: recruiting committee chairpersons; choosing a theme for the Festival; designing the committee costumes and ordering the materials for them; scheduling committee meetings; ordering flyers, registration forms, badges, ribbons (including callers, cuers, cloggers, exhibitors, solos, & teens), direction letters, and parking permits for the Festival committee; contacting the Visitor's Bureau for an event application; contracting for the sound system; renting a hi-lift for the days of the Festival; arranging for someone to have a coat check area; providing names, addresses and scheduling of the National Callers to the Transportation Chairperson(s).

The Mid-Winter Chairperson(s) will distribute Randall award nomination forms to the area delegates at the September state meeting. Nominations will be received at the November meeting, copies will be made and mailed to each delegate along with a ballot. Ballots must be postmarked by January 1 and returned to the Mid-Winter Chairperson to determine the recipient. Arrangements will be made to have the winner's name engraved on the perpetual plaque. The plaque will be presented at the Mid-Winter Festival.

The Mid-Winter Co-chairperson(s) (who becomes the Chairperson(s) the following year) should confirm Festival dates with the Lane County Fairgrounds as soon as appointed as the Co-chairperson(s). They should also hire the Featured callers as soon as possible as they are often booked several years in advance (Pictures and biographies are needed for the Program Book and the OFN). They prepare an ad to be included in prior year's Mid-Winter Festival Program book and the prior Summer Festival Program book.

The Mid-Winter Festival will provide facilities for the State Federation meeting to be held the weekend of the Festival. Other State Federation committees may request meeting facilities through the Mid-Winter Chairman. No amenities will be provided by Mid-Winter for these "extra" meetings.

The Mid-Winter Festival is to provide spaces for the Oregon Federation News, State Historian's display (2 tables), and tables for the next Summer and Mid-Winter State Festivals. They will also provide ribbon, logo and program booklet for Historian's permanent files.

If there is a Grand March at the Saturday evening ceremonies, the recommended line-up is as follows: Oregon State Federation officers, visiting dignitaries, current Festival Committee, following Festival committee, 2nd following Festival committee, Councils and Clubs as they congregate. This is only a recommendation - the lineup is at the discretion of the Festival Chairperson(s).

The Chairperson(s), with the cooperation of the Mid-Winter treasurer, should prepare a budget, a copy of which will be submitted to the Federation. The Festival Chairperson is to make a report at each state meeting, submitting copies of the current financial statement to the President, 1st Vice President, Financial Advisor and Treasurer and copies of Festival committee meeting minutes to the President, 1st Vice President and Financial Advisor.

115 Mid-Winter Festival has a loan in the amount of \$4000.00 from the State
116 Federation set up in a revolving fund. The \$4000.00 will be returned to the
117 State Federation when the Emerald Empire requests to discontinue the Mid-Winter
118 Festival. The State has no control over how the Festival Committee uses the
119 loaned funds. The net profit or loss for a Festival is not to be calculated
120 until loan fund has been deducted. The Festival books should be closed and
121 available for audit ninety (90) days after a Festival ends.
122

123 Twenty percent (20%) of the net profit is to be put into a "disaster" reserve
124 fund and the remaining eighty percent (80%) shall be divided equally between the
125 Federation and the Emerald Empire Council. When a total of \$30,000 has
126 accumulated in the "disaster" fund, the policy will be reviewed. Interest
127 accumulations beyond the \$30,000 will be divided equally between the Federation
128 and the Mid-Winter Festival.
129

130 The admission fee for Mid-Winter Festivals is to include \$.50 per person, which
131 is to be forwarded to the State Insurance Fund.
132

133 Any request made to add an assessment to the admission fee for the Mid-Winter
134 Festival (i.e. the \$1.00 per person given to the 1994 National Convention from
135 1991-1994) must be voted on and approved by the Emerald Empire Council and Mid-
136 Winter Festival.
137

138 Fund raisers and the selling of the next Mid-Winter Festival ribbons may start on
139 the first day of the current Mid-Winter Festival.
140

141 Questions any state officers have regarding Mid-Winter Festival policies should
142 be directed to the Mid-Winter Chairperson(s) or Co-chairperson(s) - NOT committee
143 members.

SUMMER FESTIVAL

Areas desiring to host a Summer Festival should plan on submitting a bid three to four years in advance. This lead time is necessary for the reserving of major convention facilities and for booking national callers and cuers.

The hosting Council shall provide a proposed budget, proposed dates, dance facilities, motel accommodations, tentative callers and cuers and any other information that would enhance acceptance of the bid.

Summer Festivals are normally held the second or third weekend in July; however, they may be held any time in June, July or August. Attendance at Summer Festivals can vary from 1000 people when held in smaller rural areas to 4000 people when held in larger metropolitan areas.

The Federation has a Summer Festival loan fund in the amount of \$4,000. This is available in the amount of \$2,000 to each of the next two successful Summer Festival bidders. Loans will be available on presentation of a current financial report and a request for need to the 1st Vice President. Approval of the loan is made by the 1st Vice President in consultation with the State President and Treasurer.

The admission fee for Summer Festivals is to include \$.50 per person, which is to be forwarded to the State Insurance Fund.

Fund raisers and the selling of the next Summer Festival ribbons may start on the first day of the current Summer Festival.

The State Federation has set aside a disaster fund of \$5,000 to be used in the event of loss due to unforeseen circumstances beyond the control of Festival committee.

Suggested guidelines are as follows:

1. Check for support of the Area Council.
2. Tentatively reserve facility to be used.
3. Submit bid to State Federation. If accepted, proceed with planning.
4. Contact convention facility to verify reservation dates. Obtain signed contract.
5. Block motel rooms.
6. Start scheduling monthly meetings. Have Secretary record minutes and send them to the President, 1st Vice President and Financial Advisor of the State Federation.
7. Begin recruiting for Committee Chairpersons.
8. Apply for loan from State Federation or Area Council, whichever is the source of your income until revenue starts coming in from your pre-registrations. Open bank account! Prepare a tentative budget for all expenses.
9. Rent P.O. box so that all correspondence goes to one main address.
10. Begin working on logo, colors, outfits, etc.
11. Have stationery, cards, envelopes, etc. printed.

12. Secure national callers and cuers. Make sure to have pictures, biographies and contracts: pictures to be included on registrations.
13. Gather, evaluate and implement ideas for fund raisers to help with expenses. (Initial cost is about \$3500.)
14. Finalize logos, theme, colors etc.
15. Prepare ad to be included in prior years Festival program.
16. Finalize and print registration forms.
17. Order ribbons, including cuers, callers, exhibitors, solos and teens (if you decide to have special ribbons for teens).
18. Make plans to attend prior years Summer Festival, secure rooms, have outfits ready for advertising, registration forms, etc.
19. Host after party for Summer Festival for advertising. Plans include furnishing caller, cuer, entertainment and some type of food, if possible.
20. Decide number of halls needed and start preparing schedule.
21. Decide on extras, such as baby sitting, used clothing, fashion show, sewing clinic, clogging, advanced, etc.
22. Contact commercial business people who will need to apply for space.
23. Sell ads for program.
24. Finalize dancing program, finish ad sales, and prepare program to be printed prior to Mid-Winter Festival in January.

Listed below are some ideas that may be helpful but do not have a time frame.

1. Keep a copy of all correspondence of the secretary.
2. Attend State meetings with a copy of budgets for President, 1st Vice-President, Financial Advisor and Treasurer.
3. At all meetings, have each committee chairperson comment on status of their committee and ask if they have any questions, problems, etc.
4. Mail a letter to area motels about the Festival and ask if they will allow any complimentary rooms with so many paid rooms. You will need some for the national callers/cuers, or you will have to pay for them out of your budget.
5. Be sure you have a large contingent go to the previous Summer Festival and make yourself known as to where the following year's Festival is to be held. This is the first time you will be able to sell pre-registration ribbons. Encourage pre-registration and do lots of visiting.
6. Make sure you have ad in the OFN, State Directory and Mid-Winter Festival program booklet.
7. For a successful Festival, work with the Oregon Executive Committee (OEC) to coordinate Federation activities and assistance in overall planning.

OREGON EXECUTIVE COMMITTEE
(replaces Festival Advisory Committee)

All past State Festival Chairmen, Mid-Winter and Summer, are considered Oregon Executive Committee (OEC) members. The Chairman of the OEC is the current 1st Vice President.

The purpose of the OEC is to provide, if requested, assistance support and information to Area Council(s) wishing to host or are currently hosting a State Festival. They are available to provide expertise and insight in order to have successful Festivals. An OEC member(s) will go into an area and explain what a Festival involves, the many facets that are required and where people can find help, i.e. the skills and experience of the Oregon Executive Committee.

Advantages of the OEC are:

1. While the 1st Vice President is Chairman of the OEC, they may not have Festival experience; therefore, they may rely on the experience of a variety of past Festival chairmen (OEC).
2. The 1st Vice President may live in the opposite corner of the state of the current Festivals, making travel to meetings difficult; therefore, they may rely on a member of the OEC who resides in the geographic area.
3. When an Area Council(s) contemplates hosting a Festival, they may check the OEC list below to locate a past Festival Chairman in their geographic area who will offer their assistance.

If the Area Council decides to bid for a Festival, the Council is to contact the State 1st Vice President.

OEC member(s), selected by the Festival committee, are to attend the Mid-Winter and Summer Festival meetings as a source of information only and to be liaison to the 1st Vice President. If there are major problems or concerns, the Festival Chairperson has direct access to the 1st Vice President or immediate Past President.

If the 1st Vice President or immediate Past President are required to attend a Festival meeting, they are entitled to reimbursement from the State Federation as follows: round-trip mileage at \$.20 per mile, one nights lodging at \$20.00 (if necessary) and one dinner at \$7.50 (if necessary).

See list below for OEC members:

DATE	CITY	SEASON	THEME	CHAIRMAN
1957	Eugene	Summer	??	Carl Ruthrauff
1958	Eugene	July	Hosted by State Federation	Buddy & Nancy Randall
1959	Portland	July	Hosted by State Federation	Mell Stricklett
1960	Klamath Falls	July	Hosted by State Federation	Clarence West
1961	Eugene	January	Mid-Winter Clinic (trial)	Bob Thompson (profit split 10 ways)
1961	Seaside	July	??	Mick Nogle
1962	Eugene	January	Mid-Winter Clinic	Bill & Tiger ??
1962	McMinn.	July	??	John Bjorkstrand
1963	Eugene	January	Mid-Winter Festival	??

DATE	CITY	SEASON	THEME	CHAIRMAN
1963	Eugene	August	2nd Annual Far Western (11,100)	??
1964	Eugene	M - W	??	??
1964	Rogue Sis-Q	Summer	??	Betty May Ray
1965	Eugene	M - W	??	Buddy & Nancy Randall
1965	S. Coast	August	??	Sterling Welch
1966	Eugene	M - W	??	??
1966	S. Salem	July	??	Ed & Mary Warmoth
1967	Eugene	M - W	??	??
1967	Roseburg	July	??	Forrest Kenaday
1968	Eugene	M-W Feb	??	Lloyd Ward
1968	Eugene	Summer	Happiness Is...	Mort Harkins
1969	Eugene	M - W	??	Jim Rookard
1969	Portland	Summer	Portland's Pleasant Pink Packyderm Possitively Popping for Printing	Bob & Joan Davis
1970	Eugene	M - W	??	Dart & Shirley Waterman
1970	Bend ?	Summer	??	Jack & Ilene Brinson
1971	Eugene	M - W	??	Glen & Rita Westfall
1971	Grants Pass	Summer	Caveland Fun in '71	Ernie & Marj Holthus
1972	Eugene	M-W Feb	??	Bill & Virginia Jackson
1972	??	Summer	??	??
1973	Eugene	M - W	??	Chuck & Helen McDonald
1973	Coos Bay	Summer	By the Sea in '73	Graham & Nedra Wood
1974	Eugene	M - W	??	Chuck & Helen McDonald
1974	Salem	Summer	??	Clint & Lucille Barnes
1975	Eugene	M - W	??	Nat Dicianna
1975	Bend	Summer	Under the Sky in '75	Jack & Ilene Brinson
1976	Eugene	M-W Feb	??	Larry & Ann Lauderdale
1976	Portland	Summer	??	Ed & Mary Warmoth
1977	Eugene	M - W	??	John & Beverly Nasholm
1977	Roseburg	Summer	Drive Your Fliver to the Umpqua River	Warren & Florence Engdahl
1978	Eugene	M - W	??	Jerry & Sandi Fogelson
1978	Klamath Falls	Summer	Hasten to the Basin to the Highlander's Fling '78	??
1979	Eugene	M - W	??	Jim & Doreen Millard
1979	Eugene	Summer	Summer is Keen in Eugene	George & Diane McCully
1980	Portland??	??	Far Western	??
1980	Prineville	Summer	Square Dance Round-Up	??
1981	Eugene	M - W	??	??
1981	Salem	Summer	Swing-EM Sway-EM in Salem	Doug & Mary Pederson

DATE	CITY	SEASON	THEME	CHAIRMAN
1982	Eugene	M - W	??	??
1982	Grants Pass	Summer	All Aboard Rogue Sis-Q in '82	??
1983	Eugene	M - W	Snowflake Fantasy	??
1983	Hillsboro	Summer	??	Bill & Bea Cook
1984	Eugene	M - W	American Heritage Dance	Jim & Boots Floyd
1984	Corvallis	Summer	??	Ted & Doris Litchfield
1985	Eugene	M - W	??	??
1985	Bend	Summer	Cascade Jubilee	Bob Yancey
1986	Eugene	M - W	Mingle & Mix in '86	Dan & Linda Bowser
1986	Portland	Summer	Roses & Rainbow Mix in '86	Genevieve Churchill
1987	Eugene	M - W	??	??
1987	Roseburg	Summer	Umpqua Pow Wow	Lowell Chamberlin
1988	Eugene	M - W	Our Fiesta's Great in '88	Ray & Zola Jones
1988	LaGrande	Summer	Let's Make a Date in '88	Dorothy & Charlie Daggett
1989	Eugene	M - W	Ride Cloud Nine in '89	Dan & Linda Bowser
1989	Salem	Summer	Dancin's Fine in '89	Don & Shirley White
1990	Eugene	M - W	Gay Nineties	Charlie & Peggy Vegas
1990	Hillsboro	Summer	Promenade with TVC in 1990	Mick & Shan McKinney
1991	Eugene	M - W	Carnival Fun	Ralph & Kay Wilson
1991	Ashland	Summer	Fun 'N Sun in 1991	Don & Lois Kilbourn
1992	Eugene	M - W	An Island Paradise	Bill & Lorna Pope
1992	Portland	Summer	Summer Fantasy at the Towers	Benjamin & Penny Brown
1993	Eugene	M - W	Mountains to the Sea	Ray Nichols & Bobbie Van de Hey
1993	Coos Bay	Summer	Come to the Sea in '93	Lowell & Donna Chamberlin
1994	Eugene	M - W	Spring in January	Del & Sheila Fleming
1994	Portland	June	43rd National Square Dance Convention	Don & Shirley White
1995	Eugene	M - W	Dancing's Alive in '95	Dave & Betty Cameron
1995	Salem	Summer	Dance with Pride in '95	Janet & Doug Wilken
1996	Eugene	M - W		
1996	Lincoln- Tillamook? Bend?			
1997	Eugene	M - W		
1997	Roseburg?			
1998	Eugene	M - W		
1998	LaGrande			
1999	Eugene	M - W		
1999	??			
2000	Eugene	M - W		
2000	??			

X

Oregon State Federation of Square & Round Dance Clubs

Insurance Chairman
Gary & Caroline Smith
38235 Marcy Street
Sandy, OR 97055

Items of Discussion

Meeting of Nov 6, 1994

The insurance control forms have not yet been received. The National Chairperson has had a problem with a printer who didn't deliver in a timely manner. Hopefully they will be forthcoming in the very near future.

In the meantime the delegates need to collect all rosters, money, and 1995 club insurance forms and check them closely for mistakes, omissions, or duplications of information. This will help to eliminate some of the discrepancies later on when they are filling out the control forms.

I. Injury Report:

We are still working through the death of Ralph McCarron of the Star Promenaders, Rogue Sis-Q Council

Bev Hart of the Red Rock Squares filed her report Oct 1, 1994 for the injury sustained at the Central Oregon Roundup. (She filed it earlier but it was incomplete. Please make certain that all information is provided when filling out these forms.)

Sivia Anderson, of the Hermiston Square Knots elected not to file a report of her injury.

Joice Himmelsbach of the Red Rock Squares file a report Sept 17, concerning the injuries sustained at the Central Oregon Roundup. In doing so she mailed it directly to the Insurance Co, Markel Rhulen, who returned it without action to the National USDA office. (All Correspondence needs to come through your Insurance Chairman.) I did not receive her report until Sept. 23, 1994

There have been two accidents, that I know of, since our last meeting.

Dawna Housen of the Squaws & Paws, Portland Area Council, broke her ankle as she was twirling at the finish of a tip at their Oct 3, Dance. No report filed yet.

Myrtle Daniels of the Charlie Brown Squares, Rogue Sis-Q Council, fell and twisted her leg and knee on Sept 17, 1994. The accident was not reported until Oct 3, which doesn't allow much time to get the reports filed in a timely manner, however, we have filed a report, and even ended up filing her medicare insurance for her as she must have gotten confused about that.

From January through July 1994 the Insurance program paid out 1067.65 for claims to Oregon Dancers.

II. Coverage Report:

HURRAH!!! The data base is up and running. Not 100% correct, but THAT is an ongoing process. All current data shows that we have 6461 Members Insured. This includes some new members as I have started to enter the new data for 1995. That means that since we paid insurance on 6466 members last year, we overpaid. At one point I showed that we were down closer to the 5700 count (without the two clubs that self insure.) This shows what a difference it makes to have good records.

At 5700 we would have overpaid our insurance by approximately 700 dancers or \$1400.00. That could be a healthy chunk over a period of years.

I would like to take this opportunity to recommend highly that the future choice of insurance chairman either be computer literate or willing to learn, because we need to keep this data base up so we do not lose the advantage that we now have. Our numbers will undoubtedly move up somewhat as the new registrations for insurance come in, but this should give us a significant savings on our total insurance bill. If this is at all typical of any one year, I'd say we have spent a lot of money needlessly.

All clubs and members for whom I have received names, addresses and phone numbers, along with their club affiliation, are registered and covered. Those members who have joined since January and whose names have not been forwarded are not covered until they are received. If you submitted a roster without the addresses, phone numbers, or other pertinent data, we need it to keep our records straight. Please help us to save you all some money.

III. Insurance CHAIRMANS Requisition of file cabinets:

No action taken at this time.

IV. Insurance CHAIRMANS Request for action by the board:

- A. RE: Muddy Frogs— No action was ever taken regarding the lack of a Certificate of Insurance as per the provisions of the Practices & Procedures. I am forced by the Practices and Procedures, section VII page 9, General Information, item # 6, which states "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". Therefore I must ask that they be dropped from membership at this time.

This problem has been ongoing for nearly a full year and I could be held negligent if I failed to make this recommendation and some accident were to happen at their club functions resulting in a lawsuit against the federation. Similarly I believe that you the board have the same liability if you fail to act on it. Currently all that I have is a copy of their Certificate of Insurance issued

by Sedgwick James of WA, Inc. It shows that they have the \$1 million liability insurance, but it does not name OFSRDC as additional insured. Since they belong to our council, if there were to arise a problem, we would surely be named as a participant in any legal action against their club and their insurance company has not agreed to defend us from such action.

It is surely not my intent to chase anyone out of the federation but that is what is written in the Practices & Procedures. I don't believe that I can personally remove the club from membership. That needs to be done by action of the board, and possibly should be restated in the P & P to reflect that.

- B. Siskiyou Stompers have submitted membership papers and made application for insurance for 1995 but were not members of the federation last year. They need to submit for membership and be approved unless the board wishes to ignore the fact that they were not current with dues and insurance last year. (93-94)

They have been a member in prior years, and I suspect that it was a mistake that they were not current last year. But to be fair to all of the other clubs throughout the federation who faithfully paid their dues and insurance, I don't feel that we should let it go by without any action. At least a vote of the sitting board to continue their membership should be considered.

- C. It is my recommendation that the board look into the purchase of a good portable computer with a good word processor, spread sheet, and data base program, and printer for use by future insurance chairman, to be passed on from one to another as time progresses. I am currently using Paradox, but Microsoft Access is also available as part of a software package by Microsoft. I know that this limits the people to choose from to do the job, but I really feel that the time has come to make a transition to better means of record keeping.

Computers have come down in price recently and can be acquired at a substantial savings with software packages and other options available all ready to go. I have a quote on two units that would run between \$1850.00 and \$2600.00 dependent upon what options we requested. I know that seems like a lot of money to put into an inanimate object, but considering that we are obviously overpaying our coverage quite substantially with the current means of keeping records, the savings over a period of time would certainly repay us.

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



Gary & Caroline Smith
Insurance Chairman 1994/95

ARE YOU DANCING UNINSURED?

Every square dance organization needs General Liability and Accident Medical Expense coverage while conducting and sponsoring dance activities. As closely as safety rules are followed, accidents can and will happen. This insurance program was specially designed for USDA dance groups. It provides for \$1,000,000 liability and \$10,000 accident medical reimbursement coverage plus other advantages, such as certificates of insurance for special dances (including provision for additional insured, or when required by a property owner) at no additional cost. This is becoming increasingly more important as more owners or public and private facilities demand that groups show proof of liability insurance before they will be allowed to use the facility.

LIABILITY INSURANCE

Limits of protection: \$1,000,000 combined single limit of liability for bodily injury and property damage per occurrence (subject to a \$100 property damage deductible per claim) while participating in scheduled and sponsored dancing activities.

Who is covered: The club and its members while participating in club or organization sponsored and supervised dancing activities.

ACCIDENT MEDICAL INSURANCE

Limits of Coverage:

- \$10,000 Accident Medical/Dental Accident Expense
- \$10,000 Accidental Death
- \$10,000 Dismemberment Benefit for loss of both hands, arms, eyes
- \$ 5,000 Dismemberment Benefit for loss of one hand, arm, eye

Note: Coverage is excess over any other valid and collectible insurance covering the same accident.

Who is covered: Club members while participating in any regularly scheduled and sponsored dancing activity, worldwide, including group travel in a commercially licensed common carrier vehicle operated by a person holding a valid operators license for such vehicle while being transported to or from a covered dancing activity which is a minimum of 25 miles from point of origin to destination (one way).

What is covered: Accidental bodily injuries sustained while participating in dancing activities sponsored by a recognized club or organization, for a period of one year from the date of the accident.

Period of coverage: The insurance year is January 1 through December 31. It is important every club effect coverage in December to receive the full 12 months coverage. There is no pro-rate provision. This is necessary due to the large administrative expense of maintaining different policy dates.

Cost of program: A very low \$2.20 per member per year. All members of a club, as of date of application, must be enrolled.

PART I

Personal Injury and Property Damage Liability Protection

Limits of Protection - \$1,000,000 combined single limit of liability for bodily injury and property damage each occurrence (subject to \$100 property damage deductible per claim) while participating in scheduled and sponsored dancing activities. \$50,000 limit for Fire Legal Liability (rented or leased premises). There is a limit or "aggregate" of \$1,000,000 for all product liability claims combined. This includes products liability for food or beverages served at a dance (e.g., when a person claims that, after eating food, he or she became ill and needed medical attention which resulted in medical expenses).

Who is Covered as an Insured

The club and its members are covered while participating in club or organization sponsored and supervised dancing activities, including clogging, contra, round, folk, line and heritage dancing.

What is Covered

Bodily injury and property damage for which the insured is held legally liable, excluding property in the care, custody or control of the insured. The policy provides legal defense, in the event that a suit is brought by a guest for injuries alleged to have been caused by negligence of the club or the affiliate and for damage allegedly caused by the club or the affiliate. Defense is provided if someone should claim that he or she was libeled or slandered or suffered defamation of character by an officer while performing his or her duties as such.

Public Exhibitions

Exhibitions in the United States, its territories or possessions and Canada are covered by the liability policy whenever such exhibition is sponsored by a club or member affiliate, provided that all participants at such are members of the insurance program. Whenever possible, thirty days advance notice of any special event such as exhibitions, change of location of dances, meetings or other events should be given to the affiliate insurance chairman. This is for his or her records, a necessary item if a claim were to be made later.

Whenever possible, 45 days advance notice should be given to the affiliate insurance chairman of any event which requires a certificate of insurance, especially when an additional insured endorsement is requested. The request must include the full name and address of the facility, date or dates it will be used*, the name or names which are to be included as additional insured(s), as well as separate address and phone number if not the same as the facility's. The affiliate insurance chairman will, when everything is in proper order, relay this information to the USDA Insurance Coordinators.

*If a club or affiliate plans to use a facility more than once during a calendar year, and if the managers or owners require that they be included as an additional insured, please obtain all of the dates that the facility will be used. No additional fee is charged for additional insured certificates.

PLEASE NOTE: LESS THAN 14 DAYS ADVANCE NOTICE MAY MEAN THAT THE CERTIFICATE CANNOT BE PREPARED IN TIME FOR THE EVENT.

UNITED SQUARE DANCERS OF AMERICA

CODE OF CONDUCT

"Square Dancers everywhere are encouraged to comply with an appropriate Code of Conduct which will enhance the public image and the pleasure of the movement to all dancers and non-dancers, as well.

Among the unique aspects of this wholesome activity is the attractive attire which is an intrinsic part of the image of the Square Dance. Accordingly, the wearing of appropriate apparel is as important to the enjoyment of the participants as it is to those watching. Not only should the clothing of the dancers be appealing to the eye, but also functional to the others within the square. This includes the wearing of long-sleeved shirts and ties for the men and full skirts for the ladies.

Avoidance of alcoholic beverages both before and during dances is essential to insure the enjoyment for everyone. A single drink can severely diminish the response time required to execute the intricate moves of the dance. Square Dancing in itself has the capability of providing sufficient exhilaration to warrant abstinence from alcohol on dance nights.

Courtesy to others is important at all times. This includes personal cleanliness, as Square Dancing is an energetic recreation which can be offensive should adequate precautions not be taken.

The welcoming of others into the dance and into the squares is an integral part of the social aspect of Square Dancing. Walking out of a square at any time is considered a severe insult. At the end of the dance, no one should leave the square before thanking everyone who contributed to the joy and the fun of dancing together.

Conforming to the accepted and generally taught hand positions and maneuvers for execution of the movements helps to eliminate any uncertainty among the other dancers. Proper styling while dancing is as important to the enjoyment of the Square Dance as is the proper execution of the movements.

Adherence to these guidelines should be encouraged from the very early stages of beginners class. The best means of achieving this is through example by experienced dancers and leaders and by the incorporation of ethics into the educational process during the class."

It is felt that through the re-affirmation of these long recognized rules of conduct, dancers everywhere will be reminded of the importance of courtesy, friendliness and personal hygiene. All of these things are an integral part of the Square Dance activity.

EXPLANATION OF ADDITIONAL INSURED

Name(s) of Additional Insured - means the property owner(s) or organization who wants their names added to your liability insurance policy. Normally, this differs from the name of the facility which you are using or the location of that facility. If not requested by the owners, leave blank.

Facility being used - means the name of the facility and complete address of the actual location for the event. This must include street (and number, if applicable), city, state and zip.

Date(s)- means special dates. For regular dances: "every Saturday" or "first and third Mondays", etc. For special dances, give the exact date.

PLEASE TYPE OR PRINT WITH A BALL POINT PEN.

ATTACH CLUB ROSTER WITH ENROLLMENT FORM.

DEFINITION OF GROUP TRAVEL COVERAGE UNDER THE UNITED SQUARE DANCERS OF AMERICA ACCIDENT MEDICAL POLICY

Group travel coverage shall be afforded under this policy subject to the following considerations:

- A group shall be defined as 10 or more covered members of the USDA insurance program.
- Coverage will commence upon departure from a single common meeting point and continue in force during scheduled, sponsored and supervised dancing activities and meetings.
- Travel must be continuous between point of origin and point of destination, subject to a minimum of 25 miles one way.
- Vehicle must be commercially licensed for the transport of passengers; vehicle must be operated by a person who holds a valid operators license for such vehicle.

UNITED SQUARE DANCERS OF AMERICA

CLAIM PROCEDURE

Club members must be instructed to file all medical claims with their Federation/Association Insurance Chairman within twenty (20) days from the date of injury. The chairman will check the claim form to make certain all questions have been answered and that medical bills and reports, if available, are attached. If bills are not available, send the claim so that it can be recorded; bills must follow as soon as possible. The chairman will sign the claim form in the space provided and forward it to the USDA Insurance Coordinators.

Claims will not be processed if sent directly to Markel Rhulen Underwriters and Brokers by the claimant or the club. Markel Rhulen will return the claim to the USDA Insurance Coordinators for verification.

If the dancer has other insurance which covers medical expenses resulting from injuries, the USDA insurance will pay all covered costs not paid by the dancer's primary insurance...up to the limits of this policy. Please be advised that the claim will be processed faster if a letter of denial or an explanation of benefits from the primary carrier is included with the claim material.

The accidental death and dismemberment provisions are not affected by any other insurance.

The claimant must sign the claim form where designated. "D.O.B." on the form means date of birth.

Please instruct all claimants that they should not leave the claim form with the doctor or hospital to mail. The claimant should mail or personally deliver the form to the insurance chairman. If the claim is forwarded without bills, it will be held by the company until bills are received. If treatment is to continue over a period of time, bills should be sent in as they are received by the claimant.

Howard & Loraine Backus
USDA Insurance Coordinators

DATE OF REQUEST _____
REQUEST FOR CERTIFICATE OF ADDITIONAL INSURED

Please **TYPE OR PRINT** with ball point pen.

NAME(S) OF THE ADDITIONAL INSURED means the owner(s) or organization of owners who want their names added to your liability insurance. Normally this differs from the name of the facility which you are using or the location of that facility.

LOCATION OF EVENT(S) means the name of the actual location of the event. This must include a complete address: street, city, state, and zip.

1. **NAME(S) OF ADDITIONAL INSURED** _____

Street address _____

City _____ State _____ Zip _____

2. **LOCATION OF EVENT(S)** _____

Street address _____

City _____ State _____ Zip _____

3. **IF MORE THAN ONE BUILDING IS USED, LIST ALL BUILDINGS USED.**

Date(s) of Function(s). Include time if known.

Date Time Type of Function

4. **REQUESTED BY (CLUB NAME)** _____

Person making request _____

Phone _____ Street address _____

City _____ State _____ Zip _____

SEND TO STATE INSURANCE CHAIRMEN:

GARY & CAROLINE SMITH

OREGON FEDERATION INS. CHAIRMAN

38235 MARCY ST. (PLEASE LEAVE MSG)

SANDY, OR 97055

(503) 668-8488

A meeting of State Delegates, Jerry & Linda Adams, Ed & Bea Smith and George & Shirle Gierloff was held at the request of the President, Rex Anderson, to discuss the feasibility of a Purchasing Committee.

It was the consensus of the group that this would be beneficial to the Federation and, therefore, we make the following motion that

The President appoint a purchasing committee of at least two people, each to be from different councils, to obtain three bids on approved purchases above \$50.00. Each member will be appointed for a two year term, one member to be replaced in alternate years. This committee will be under the direction of the Financial Advisor.

Purpose:

To assist in making wise purchases in a timely manner.

September 28, 1994

Hotels & Motels

Best Western Hood River Inn

1108 E Marina Way

Hood River, OR

(503) 386-2200 1-800-328-7873

Rates \$49 - \$135

Meredith Gorge Motel

4300 Westcliff Drive

Hood River, OR

(503) 386-1515

Rates \$34 - \$41

Hood River Hotel

102 Oak Street

Hood River, OR

(503) 386-1900

Rates \$45 - \$125

Vagabond Motel

4070 Westcliff Drive

Hood River, OR

(503) 386-2992

Rates \$35 - \$60

Love's Riverview Lodge

1505 Oak Street

Hood River, OR

(503) 386-8719

Rates \$39 - \$62

