

From: huw.williams
To: ellis@gustardus.edu (Ellis Jones)
Subject: Re: Proposed Change in Accounting Procedures (fwd)
Date: Fri, 11 Apr 2003 18:06:13 +0000
X-Mailer: AT&T Message Center Version 1 (Mar 27 2003)
X-Authenticated-Sender: aHV3LndpbGxpYW1zQGf0dC5uZXQ=
X-Virus-Scanned: by amavisd-new

Ellis these are the e-mails I sent to Lynn, just for YOUR information.
Congratulations on your Grand-daughter hitting the big time. Huw

----- Forwarded -----
From: Lynn Owens-Whalen <lynn@wngga.org>
To: huw.williams@att.ne
Subject: Re: Proposed Change in Accounting Procedures
Date: Fri, 11 Apr 2003 18:08:08 -0700

Huw,
That may be so but I really think that creating a format for the future is
presumption on the work of a committee
that is about to provide recommendations on the subject to the Board.
Also, in terms of Richmond/Vancouver, accounts here and our structure to
maintain
it have been established for
about a year and a half and we are well into the process here. If the situation
is as bleak as it is and I have no doubt
that it is, then why don't you talk to Alan directly about what can be done to
forward some money to the WNGGA
accounts earlier ie. repayment of the loan for starters ? I think this
would be a way to honour the work of the
committee and it would help Richmond/Vancouver from changing horses in mid
stream.

Let me know your thoughts.
Lynn

huw.williams wrote:

> Lynn: One advantage from my perspective would be that the treasury of the
> WNGGA
> would get funds earlier to pay bills that are currently outstanding with no
> money to pay them. One of the cause of our current financial dilemma is the
> Harrisburg debacle. Currently our checking account has a balance of \$157.20
> this balance includes a loan from the endowment account of \$5000.00. I am
> holding a bill for \$1000.00 for Ellis's pay for \$1000.00. All of this will
> need to be talked about in Stratford. Huw
> > Hello Ellis,
> > This may very well end up to be the process in the future but I think
> > perhaps we are a bit ahead of ourselves. The North American Festival of
> > Wales Strategic Planning Committee was charged with the following: "As all
> > future North American Festivals of Wales will be organized by the WNGGA,
> > this committee will recommend specific guidelines regarding the
> > organization of the festival." So, I see this as part of their work and
> > do expect the committee to bring forward recommendations at Stratford
> > and perhaps even at Richmond.
> > Also, the financial structure is well in place and already up and
> > running in Richmond / Vancouver. I don't think it is realistic or even
> > possible to change at this late date.
> > As I said this is a very helpful suggestion and I think the NAFW will be
> > grateful to use it as part of their committee proceedings.
> > Cheers !
> > Lynn
> >
> >
> > Ellis Jones wrote:
> >
> > > Folks:

> > >
> > > Attached is a proposal to change the accounting procedures in connection
> > > with NAFOW. I need a decision as soon as possible because registrations
> > > are coming in and a major immediate change will be that all registration
> > > funds received at Headquarters would be sent on to WNGGA Treasurer rather
> > > than part of the funds being sent on to NAFOW Treasurer and part to WNGGA
> > > Treasurer.
> > >
> > > As pointed out in the "First" paragraph on page 2, "a major point in
> > > adopting the change to NAFOW was that it was to be 'national centered'
> > > rather than 'locally centered.'" If this proposal is approved, we'll truly
> > > be implementing the basic concept of it being a "national" event. There
> > > will, of course, be a need to work out some of the logistical procedures
> > > connected with the NAFOW Petty Cash fund.
> > >
> > > Please note that this proposal did not "come from Mt. Sinai" and is not
> > > cast in stone. It is a starting point for the next step in the process of
> > > making NAFOW a truly national event.
> > >
> > > As usual, if you have questions or concerns, please let me know. As of
> > > this afternoon, 29 persons have registered for 2003 NAFOW and have sent
> > > their payments to Headquarters. The Headquarters has received a total of
> > > \$4,042.50.

> > >
> > > Ellis J.

> > > -----
> > > Name: NAFOWACT.doc
> > > NAFOWACT.doc Type: Microsoft Word Document (application/msword)
> > > Encoding: base64
> > > -----

From: huw.williams@att.ne
To: Ellis Jones <ellis@ustaville.com>
Subject: Re: Proposed Change in Accounting Procedures (fwd)
Date: Tue, 15 Apr 2003 14:16:07 +0000
X-Mailer: AT&T Message Center Version 1 (Mar 27 2003)
X-Authenticated-Sender: aHV3LndpbGxpYW1zQGf0dC5uZXQ=
X-Virus-Scanned: by amavisd-new

Ellis: ONLY 170 days to go so just hang in there. If you will send the \$3000.00 I will pay you and also the Ninnau bill. I assume that you received a copy of the approval from Alan. Off to hit Golf Balls. Huw

> Huw:

>

> Thanks for the note. I did receive a response from Alan so I'm putting the
> proposal in the file and proceeding with the procedures used with Harrisburg.

>

> The latest which happened within the last 2 hours is a note from Alan
> indicating that the Wales Tourist Board and he talked at Harrisburg about
> them providing special lanyards for name tags for registrants. He didn't
> tell me about this so that I wasn't able to alert him about things to
> consider when handling that detail.

>

> Anyway, I have already responded to him and to them that our procedures are
> in place for this year and that they should work with the new Headquarters
> Staff next year. If he would only check with me ahead of time on some of
> these things. It is really getting frustrating as you probably have
> sensed. Sorry to vent to you. Thanks for listening.

>

> Ellis J.

>

To: Lynn Owens-Whalen <lowens-whalen@...net>
From: Ellis Jones <ellis@...>
Subject: Re: Youth at NAFOW
Cc:
Bcc:
Attached:

Lynn:

Yes, you are correct--no general registration for folks under 18 but yes separate fees for items identified for youth because in each case there is special expense.

Ellis J.

Date: Tue, 21 Jan 2003 20:38:40 -0800
From: Lynn Owens-Whalen <lowens-whale@...>
X-Mailer: Mozilla 4.75C-CCK-MCD {C-UDP; EBM-APPLE} (Macintosh; U; PPC)
X-Accept-Language: en
To: Ellis Jones <ellis@...>
Subject: Re: Youth at NAFOW

I thought that there wasn't a separate registration fee. We are quoting student fees separate from adult for some events but that brought up the question of the registration fee. What I thought was important was the message that young people are welcome.
You are right about a well planned visible program for them. It is also important for the NAFW to have youth involved in the program. This is a challenge but one which we cannot give up on.
I absolutely agree with John that youth events at another time of the year are a good idea. This does not mean however, that we give up on including youth at the NAFW. It does mean that once we have the hang of the WNGGA taking control and implementing the major fund raiser of the year, the NAFW, we need to initiate and implement youth events across the continent at various times of the year. It could be language camps, rugby matches, picnics whatever. I really think this is the way to go. Good on John.
Cheers !
Lynn

Ellis Jones wrote:

> Lynn:
>
> In one of your memos you asked about registration fees for youth and I
> indicated that it has been customary to not charge a registration fee for
> "under 18."
>
> If people are to recognize that youth have a special place in the NAFOW,
> there does need to be a very well planned visible program for them. In the
> past the local venues waited until the last minute depending upon WAY which
> usually didn't get going until the last week or two which was way too late.
>
> Milwaukee had an outstanding program for young people and Minneapolis
> followed up with a similar. Ottawa had an Awr Y Plant and other youth
> activities in the official program booklet. San Jose really didn't have
> anything and Harrisburg simply gave it a cursory but disastrous planning.
>
> John Ellis in his comments on youth activities has indicated the importance
> of having something for the youth at the NAFOW but that college age
> students would be better served by a different time of the year. This
> needs to be looked at very closely as a way to expand to the college age
> group. John has the ideas on that.
>
> Onward...
>
> Ellis J.

To: Lynn Owens-Whalen <low Owens-Whalen@stavis.net>
From: Ellis Jones <ellis@stavis.net>
Subject: Re: Cost of BOT Continental Breakfast
Cc:
Bcc:
Attached:

Lynn:

Let's go with the Continental Buffet for \$7.25 plus. Some people really don't eat a lot for breakfast and also, if they eat a lot, they may get sleepy which is what you don't want for the following three to four hours. AND, it is a reasonable price. WNGGA would pick up the entire cost. However, if the hotel wants to use its income for the breakfast as income for their accounts, then we can later work out WNGGA's repayment.

Ellis J.

Date: Tue, 21 Jan 2003 20:32:17 -0800
From: Lynn Owens-Whalen <lowens-whaler@...>
X-Mailer: Mozilla 4.75 [C-UDI; (Macintosh; U; PPC)
X-Accept-Language: en
To: Ellis Jones <ellis@...edu>
Subject: Re: Cost of B...ntal Breakfast

Hi there,

Great because we plan to earn lots of money ! I already have the menus as I am doing the catering area. The hotel is very flexible in responding to menu change suggestions.

There are three breakfast menus listed:

The Continental Buffet with a selection of chilled fruit juice. assorted danish pastries, muffins and croissants, preserves & butter, freshly brewed coffee and tea

at \$7.25 per person' with sliced fresh fruit: \$ 8.25 per person

The others are:

The Bridgeport which includes eggs / sausages / potatoes etc. at \$11.95 buffet style

The Health Break with juices, low fat fruit yogurts, bran muffins & cottage cheese, seasonal fruits, granola etc. at \$9.95 with banana bread

The Minoru Breakfast which includes juice / poached eggs / bacon / hollandaise sauce on an English muffin, potatoes, fruits, pastries & muffins etc at \$14.50 buffet style.

There is also a major buffet called the Westminster for a minimum of 20 people at \$14.95 to steep a price so forget the menu.

I have abbreviated the menus but you get the drift. All prices of course are Canadian dollars but do not include 7% tax and gratuities.

As I said they are flexible so if we wanted to include eggs for example with the Continental, they would negotiate a price. Obviously it would not be as high as for example The Bridgeport.

So, please send your advice because I can go to the hotel and make initial arrangements. Then when you come, they can confirm rather than start from scratch. What do you think ?

Thanks for your advice on this. I really appreciate it as I think trustees will not only appreciate the sustenance but also the time in the afternoon.

Cheers !

Lynn

Ellis Jones wrote:

> Lynn:

>

> In one of your notes you asked if we had money for a continental breakfast
> on Friday at NAFOW preceding the BOT meeting. Since the bill for the
> breakfast will come after the weekend is over, I don't see any reason why
> there wouldn't be funding. If you want me to handle the logistics for menu
> selection, etc, we can work that out later. I do plan to come to Vancouver
> at least one more time before the fall--possibly twice. It helps to have a
> face to face meeting to iron out any potential difficulties in the schedule
> before they become major problems.

>

> Ellis J.

From: "Alan Upshall" <aupshall@village.net>
To: "Ellis Jones" <ellis@gac.edu>
Cc: "Richard Baskwill" <rbaskwill@village.net>, "Myfanwy Dic" <myfanwy@village.net>, "Martha Davies" <caridavies@village.net>, "Lynn Owens-Whalen" <lynnowens@village.net>, "John Ellis" <ellisjs@village.net>, "Huw Williams" <huw.williams@village.net>, "Ellis Jones" <ellis@gac.edu>, "Alan Upshall" <aupshall@village.net>
Subject: RE: financials of Richmond
Date: Fri, 8 Aug 2003 17:54:29 -0700
X-MSMail-Priority: Normal
X-Mailer: Microsoft Outlook IMO, Build 9.0.2416 (9.0.2910.0)
Importance: Normal
X-MimeOLE: Produced By Microsoft MimeOLE V6.00.2600.0000
X-OriginalArrivalTime: 09 Aug 2003 01:00:04.0406 (UTC) FILETIME=[9170F560:01C35E11]
X-Virus-Scanned: by amavisd-new

10 percent would take us into loose change Ellis, I think we should stick to the prices that we have suggested the money handling will be much easier for Mary et al. WNGGA can price the items accordingly for next year. One of the strategic plan issues is to attain consistency of pricing across years.

We can make up a side by side list of the prices for Richmond

Both Dic and Myfanwy think it a good idea too so with me and Lynn it looks like we have accepted the principle and practice. That will I think help a lot in the future.

Alan

-----Original Message-----

From: Ellis Jones [mailto:ellis@gac.edu]
Sent: Friday, August 08, 2003 4:25 PM
To: Alan Upshall
Subject: Re: financials of Richmond

Alan:

It is Friday night and I'm back at Welsh office working on HWYL. I have read through your note and agree that something needs to be done. We have had numerous phone calls asking about prices for persons who just want to go to one or two events.

Suggestion: How about adding a 10 percent surcharge on all items for people who are not registered? That would be fairly easy to calculate. All that would be needed is a note with alternate columns--Registered and Non-Registered with a list of the items showing the larger amount for Non-Registered folks.

Back to Hwyl!

Ellis J.

At 01:33 PM 8/8/03 -0700, you wrote:

>Hi Ellis (and the board)

>

>With only three weeks to go we have two clear patterns emerging that make us

>a little concerned about the financials and we have been strategizing as to

>how we can improve the situation.

>

>The two situations are:

>
>1. Lower than expected number of registrants. We can speculate why this
>is and there are probably many reasons. One that is not is the strength of
>the program.
>
>2. A pattern emerging from within the local population of deciding not to
>register and buy tickets on the fly. We have had this message from many
>people. We have discussed your system for ticket sales to non registrants,
>but in reality, this can easily be circumvented by individual ticket
>buying.
>The incentive to register, that anyone who buys tickets on the fly do not
>get the Perks of registration, seems to be irrelevant, there is little
>concern for those perks. Consequently many people will potentially attend
>and buy tickets but we lose out on the registration fee.
>
>While we want to sell tickets on the ground we have been told by several
>people in no uncertain terms that it is unfair to registrants that tickets
>are sold to non registrants at the same price. I have no idea of the
>number
>of registrants from this area, but our publicity is hoping to attract many
>day visitors (one of the concepts of the Festival of Wales, to spread the
>word) most of which will not register. There appears to be possible a lot
>of these. So we have this dilemma and a PR issue.
>
>The solution that we want to adopt to alleviate these problems is to charge
>a higher ticket cost for non-registrants.
>
>As follows: Seminars \$18, Eisteddfod \$15, Mabon Concert \$30, Banquet \$65
>(if available), BBQ \$35 (if available). John Bishop \$160(if available).
>The Grand Concert has been advertised all along as \$40, so we cannot change
>that. We don't think the locals will go on a tour, but if anyone does and
>there is a seat on the bus we will sell it at the regular price.
>
>This policy is common at other registered events that I have been to. We
>were not originally planning on doing this here (if you look back at the
>minutes we decided against this about 9 months ago) because we thought that
>we would see a high registration from the local community. However we are
>being told that this is not the case and we want to maximize our income and
>at the same time not be unfair to the registrants. This topic occupied
>about 2 hours of our meeting last Saturday. It is, we think, the best way
>to claw back some of the money from lack of registration, and we need it.
>We are strongly of the opinion that any non-registrant does not receive the
>registration packages and perks etc.
>
>It actually also may serve as a test case for future years and the argument
>for paying the registration fee can then be made more strongly because
>individually items will be less expensive by doing so.
>
>We think that this is the simplest solution and will pose little mechanical
>difficulty for the Reg. desk people. We can prepare for you a large sign
>indicating the two price structure that can be displayed at the reg. Desk,
>and Mary et. al. simply then has to ask any ticket purchaser whether they
>are registered or not before selling the ticket. I appreciate that the
>marrying of total amount taken and exact number of tickets sold for an
>event
>may not quite marry at the end, but it should be close enough.
>
>We have not put the mechanics of this in stone yet and would very much
>appreciate your and Mary's (and anyone else's input) as to the way to make
>this run smoothly. But we really need to gain more income and at this
>stage,
>this is the most obvious and potentially rewarding way because of the
>comments that we are receiving.
>
>We need the money
>Cheers
>Alan