

109

1999 MWNGG STEERING COMMITTEE MEETING, July 11, 1999

The 1999 MWNGG Steering Committee met on July 11, 1999 at the Children's Theatre, Minneapolis, MN. Present: Bob Williams, Marveen Minish, Bob Minish, Mae Anderson, Don Anderson, Kay Thomas, Judith Warner, Ellis and Janet Jones, Mary Mergenthal, Dan Proud

The meeting was convened at 1:20 p.m. by Ellis Jones. Waiting for Mary Mergenthal, some items were discussed before beginning the agenda upon her arrival. Bob Minish presented information on cost of insurance for a Special Events Policy to be provided by MSI, (Jim Burroughs of Princeton agent. Cost would be \$476.70. Judith Warner moved that the proposed insurance coverage of a Special Events Policy as outlined by the treasurer be approved. Kay Thomas seconded. Motion was carried.

Ellis Jones commented that he was waiting to hear from the Minnesota Medical Association for names of medical personnel to stand by at the event. Judith will find out from the Convention Bureau an EMT listing.

The minutes were approved as corrected. Correction on line 2 of page 2, insert "presenter" between local and authors.

The Treasurer's report was distributed and discussed. Ellis discussed a future printing billing that will be received. The treasurer's report was accepted.

Ellis Jones distributed registration information and discussed breakdown by categories. Mary Mergenthal requested for Lois Anderson a list of all Minnesota registrants.

Judith Warner read a letter from the hotel regarding the August 2 cutoff for reservations. If contracted rooms are not booked by August 2, they revert to the hotel. The contract states that the room rate will be at "prevailing hotel rate." Judith will see if the deadline on the convention rate can be extended.

Mary Mergenthal distributed a listing of those persons for whom complimentary room nights might be used.

In the area of publicity, Mary Mergetnhal and Holly Windle are working on a press release. Quilt flyers and general flyer will be given at the Celtic Spirituality Conference. Various radio and TV ads are in progress.

Judith Warner gave a report on the reception that the British Tourist Authority will have. Mary Mergenthal will e-mail the representative in New York regarding the size table desired by them for the Marketplace.

Mary Mergenthal distributed a list of all committees members.

Mary Mergenthal distributed an updated budget.

Marveen Minish reported on the Marketplace. An on-site supervisor is still needed.

The Tea Room was discussed. Closing time was set at 4 p.m. Judith Warner, Lois Anderson and Marveen Minish will discuss the set-up of the tea room and marketplace. Builth Wells students will do unaccompanied music in the tea room at various times. Don Anderson will so a sign to inform times of their appearance.

Folk Night was discussed. Again, there is a problem with a teacher performer with IONA due to the Labor Day time. The group will be coming in at different times due to this. The contract is being signed. Extra gigs at Kierans did not materialize. A Tumpath will be the casual end of the concert after IONA. No one is being paid to lead it. Ellis Jones reported on the opening ceremony. Ron Adams is taking care of flags for all the events where they are needed. Flags and WNGGA will process in on Thursday night. Col. Reese will give a very brief greeting no more than 5 minutes.

It was decided that there should be hostesses at the te bach. Mary Mergenthal will notify Lois Anderson.

Dan Proud distributed a list of presenters for the seminars. Dan will give seminar room numbers to Bob Williams. Dan will deal directly with the hotel regarding equipment needed.

Bob Williams discussed the program booklet, and changes. It is to be printed and in our hands August 17.

There are 15 entrants for the Eisteddfod thus far. There is a budget change in this area as the cost for an accompanist had been forgotten. Travelling trophies have been located. There will be a gift certificate to Schmidt Music and Walden Books for the winners.

Mae and Don displayed the signs that will be used outside each seminar.

Ellis Jones distributed schedule and ticket summaries. Judith Warner has done a preliminary restaurant guide. She has Arts and Eats brochures for the packet.

The Brynmor Williams original video has been located. A video and monitor are needed; cost about \$200; add to budget expense. Kay Thomas moved that orders for the video be taken at the video showing. Marveen Minish seconded. Motion carried. Mae Anderson will check on the cost of copying.

Manon Williams will be the harpist for the banquet. A \$200 fee was decided upon. The British Tourist Authority video will not be shown at the banquet; it was suggested that they do this at their display table. \$400 is needed to add to the budget for additional banquet expenses.

Jeremy Huw Bowen's contract not yet signed but all conditions they requested are included.

Signage will be needed for the Sunday meal at Central Lutheran.

It was decided that the program booklet for the concert will be done in the Twin Cities.

Gifts for performers was discussed. Ellis Jones moved that gifts not be given to the performers. Kay Thomas seconded. Motion carried. A girl and boy in Welsh costume will present flowers to Mari and Jeremy. Ellis and Dan will ponder any possible use of the Minnesota plaque. There will be no te bach after the Saturday concert. A stage manager is needed.

Mae Anderson is still working on the order of service for the Sunday worship service.

Mary Mergenthal reported on the youth choir. A song is being published as a single out of a collection in both English and Welsh. She is working with choir members that competed in Llangollen and were 5th place winners.

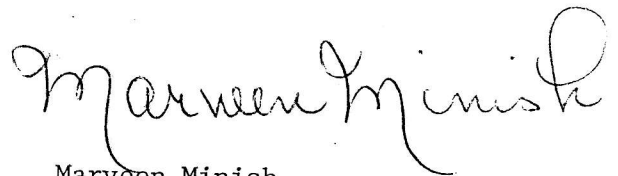
Lois Anderson will begin calling for hospitality volunteers this week. She is beginning work on the pinafores for them.

The CD of Gymanfa sessions was discussed. Kay Thomas moved that Mary Mergenthal and Ellis Jones be authorized to set the percentage of profit over production costs, and the CD price. Marveen Minish seconded. Motion carried.

Volunteer training will be held August 29; Judith Warner, Lois Anderson, Mary Mergenthal and Ellis Jones will meet to plan this.

The next meeting will be held Wednesday, August 4, at 7:00 p.m. at Mary Mergenthal's home.

The meeting was adjourned at 4:20 p.m.

A handwritten signature in cursive script that reads "Marveen Minish". The signature is written in dark ink and is positioned above the typed name and title.

Marveen Minish  
Secretary

Sunday, July 11, 1999, 1 p.m. - Children's Theatre

1. **Call to Order & Minutes of June 9**
2. **Treasurer's Report**
3. **Insurance & Medical**
4. **Registration progress** - how can we get more Minnesota registrants????
5. **Hotel rooms** - currently have 26 comp. room nights (89.5% p.u. rate so nearly 27)  
 We need 48 room nights @ \$95 & 16 room nights @ \$65 = \$3,130 + 12% tax = \$3,505.60  
 Do we think we need more rooms. We are currently obliged for only 1500 room nights but we have 1730. If we request more we re-do contract & are obliged for more. If they give us more we're not obliged. 1343 were booked as of Wed. FYI, on 9-4, 337 room are booked, our highest night.
6. **Publicity** - radio & TV & press releases next - 200 quilt fliers to quilt shops & 350 general fliers to Wisdom Ways for Celtic Spirituality conference this weekend.
7. **British Tourist Authority** - Carver may not be large enough - Hennepin, too?
8. **Budget** NOTE REDUCED REGISTRATIONS BUT EXPANDED COSTS!  
 CONSIDER EACH SECTION AS WE DISCUSS THAT ITEM  
 IN ADDITION, WE WILL CONSIDER APPROPRIATE PROGRAM BOOKLET SECTION AS WE DISCUSS EACH ITEM
9. **Marketplace** - progress report & budget implications - still need on-site supervisor
10. **Tea Room & Te Bach (2)** - 4 p.m. or 5 p.m. close time? - check budget allotment  
 Grand piano will stay in foyer. They have baby grand, too, but expensive to move & tune. They have 1 upright. We need to pay moving & tuning. Jean thought under \$100.
11. **Folk night** - IONA flights, Kierans, contracts, Twmpath - budget implications
12. **Tours** - any news? When are they likely to consider cancelling something?
13. **Seminars** - progress report - budget implications
14. **Eisteddfod** - 15 entrants (2 doing 2 items) - accomp. & gifts next - budget implications
15. **Brynmor's video** (Mae) - not in budget as single item but VCR rental could be several hundred dollars, depending on size on monitor !!
16. **Banquet** - Manon will be coming & will play but nothing promised on payment - BTA
17. **Children's activities** - no action that Mary knows of
18. **Concert** - progress report - budget implications - Jeremy's contract not yet returned!  
 how about signage needs? - what's story on Minn. plaque for Mari?
19. **Sunday Service** - progress report - consider signage needs
20. **Gymanfa (inc. youth choir)** - progress report
21. **Hospitality** - progress report
22. **CD pricing** - necessary so ad can be made
23. **Gifts for performers** - John D. willing to do tankards - OK? for all? for whom? 10 total
24. **Adjournment**

DATES: **Next meeting**

**Volunteer training** - Sun., Aug. 29, 2-4 p.m., Carver Room, possibly Hennepin, too

budget items.

The balance on hand as of July 9, 1999, including deposits in transit is \$43,863.65.

Robert A. Minish, Treasurer

1999 MINNESOTA WELSH NATIONAL GYMANFA GANU  
TREASURER'S REPORT  
For June, 1999

**INCOME**

<u>Deposits</u>	<u>Actual</u>
Contributions:	\$6,324.00
Registrations	1,345.00
Eisteddfod	70.00
Activities and Seminars	5,703.00
Vendor Reservations	25.00
Program Ads	<u>420.00</u>
<b>Total Income</b>	<b><u>\$13,887.00</u></b>

**EXPENSES AND SURPLUS (DEFICIT)**

Expenses

Y Drych - advertising	\$ 150.00
Family Newsletter - advertising	152.00
Mary Mergenthal - Printing,	128.79
Ninnau - Advertising	95.91
Rapit Print - Printing	1,113.99
U.S. Postal Service	992.42

**Total Expenses** 2,633.11

**Surplus for June** \$11,253.89

1999 MINNESOTA WELSH NATIONAL GYMANFA GANU  
 TREASURER'S REPORT  
 Inception Through June 30, 1999

**INCOME**

<u>Deposits</u>	<u>Actual</u>	<u>Budget</u>
SEED MONEY		
WNGGA	\$5,000.00	\$5,000.00
MWGGA	500.00	500.00
St. Davids Society of MN	500.00	500.00
Contributions:		
Individual	13,577.00	6,000.00
Organizations	-0-	-0-
Registrations	5,210.00	22,500.00
Eisteddfod	70.00	2,100.00
Activities and Seminars	25,915.00	73,220.00
Program ads	420.00	6,000.00
Vendor Registration and Other	<u>1,139.00</u>	
<b>Total Income</b>	<b><u>\$52,331.00</u></b>	

**EXPENSES AND SURPLUS**

<u>Expenses</u>		
Repayment of Seed Money	\$6,000.00	\$6,000.00
Registration and Administration	180.28	4,000.00
Printing & publicity	<u>7,251.66</u>	9,500.00
<b>Total Expenses</b>	<b><u>13,431.94</u></b>	
<b>Surplus</b>	<b><u>38,899.06</u></b>	
<b>Total Expenses and Surplus</b>	<b><u>\$52,331.00</u></b>	

## Working budget Mpls National Gymanfa as of July 10, 1999

### Estimated income:

Seed money: WNGGA	\$5,000	
Minnesota groups	1,000	
Contributions: Wales Tourist Board	6,500	
Individuals (memorials, etc.)	6,000	
Specific underwriting	5,000	
Registrations (1,200 @ \$15)	18,000	- lowered #
Program booklet ads	2,500	- lowered amt.
Tea Room (1,000 @ \$2)	2,000	
Marketplace	250	
Folk evening (600 @ \$10)	600	
Seminars (230 ave/session x7 @ \$7)	11,700	
Welsh World/Youth & Marionette Play 50 @ \$5	250	
Eisteddfod attendees (250 @ \$7)	1,750	
participants (20 @ \$15)	300	
Banquet (600 @ \$40)	24,000	(# too high if only 1200 attend?)
Grand Concert (1,200 @ \$20)	24,000	
Gymanfa at-door registrations (200 @ \$5)	1,000	
Inter-session meal (700 @ \$8)	<u>5,600</u>	
	<b>115,540</b>	

### Estimated expenses:

Reimbursement of seed money: WNGGA	\$5,000	
Minnesota groups	1,000	
Insurance	500	
Registration & administration (inc. \$125 greeter/usher uniforms)	4,000	
Printing & publicity (\$3,000 for bk + concert prog + other misc printing)	9,000	
Hotel rooms for VIPs	3,500	(reflects current p.u. #s)
Signage	1,000	
Shuttle buses	2,500	
Marketplace (free tables OGGA & WNGGA)	150	
Tea Room & Thurs & Sun nite te bach (600 doz - 7,200 - Welsh cakes @ \$2.75/doz= \$1,650 + \$1,000 beverages & service)	2,650	(realistic?)
Eisteddfod (\$500 each Jeremy & Tegwyn + \$1,200 Tegwyn's flight + \$600 Wesley rental + publicity & printing entries \$200 + \$100 accompanist for entrants + \$165 gifts)	3,265	



Folk Evening	2,500	
(\$200 Catherine S. Victorsen (harpist), \$1,000 IONA, \$1,000 their flights + \$300 (?) other costs)		
Banquet		
(600 @ \$35=\$21,000 + \$500 Gareth + \$1,200 his flight + \$200 Manon + \$100 harp rental	22,900	(enough for Manon?)
Welsh World for Youth	750	
\$500 marionette play + equip/supplies		
Seminars	8,000	(\$1,000 for equip may be too low)
(\$7,000 honorarium & travel + \$1,000 accessories - that fig still est.)		
Wales Tourist Board Reception	2,000	
Grand Concert	28,600	
(\$20,000 choir, \$2,800 Jeremy fee + \$1,200 J's flight + \$500 Kathryn Ananda- Owens (J's accomp) + \$1,000 Central rental, inc. \$85 for added security, + \$3,000 misc expenses, inc. riser rental & transp. if nec. + \$100 Jeremy in Nfld Wed nite)		
Sunday events	<u>8,250</u>	
Central church + meal rooms, \$1,400, inc. added security; \$500 Vivian J (no travel); \$1,500 Meirwyn (inc. travel); \$500 Karen Jones Wojahn (no travel); \$500 youth choir (hopefully some if not all will get covered); \$3,850 for 700 meals @ \$5.50)		
	<b>\$105,565</b>	

**ESTIMATED EXCESS INCOME: \$9,885.00**