

NSN Board Meeting Minutes
October 15, 2024
6 PM CDT

Call to Order: Chair, Delanna Reed

Determination of Quorum: (According to the By-Laws)

8.5 Quorum. At all meetings of the Board of Directors, a majority of the Directors then in office shall constitute a quorum for the transaction of business. (**14 board members** are currently active. Therefore, we need at least **8** board members present to conduct any business.)

Present: Trudy Hanson, Caleb Hubbard, Angela Lloyd, Rishi Nixon, Claire Nolan, Margaret Read MacDonald, Barry McWilliams, Gwendolyn Napier, Lisa Overholser, Delanna Reed, Leslie Shelley, Lisa Williams. Staff: Dot Cleveland, Bob Johnson.

Review and Approval of September 21, 2024, Minutes

Motion: That the minutes of the September 21, 2024 board meeting be approved.

Moved by Trudy Hanson. 8 for 1 abstained. Motion passed.

Officer and Committee Reports:

- Executive Committee Report: Delanna Reed, Chair.
- Hurricane Helene response: Discuss and vote on how to proceed with emergency assistance for tellers.

Extension deadline for Online Auction. Online auction extended to Oct 25 because of hurricanes.

Grants to be offered to tellers who had their storytelling business affected by disasters: ASST has a relief fund in place and is able to deliver the funds within two weeks. ASST fund is for any use, NSN was planning to offer for storytelling business expenses only.

Motion: That we take \$1,000 from the General Fund and send to ASST for disaster relief.

Moved by Trudy Hanson. Passed unanimously.

Amendment: That donated money from the general fund be unrestricted.

Moved by Lisa Overholser. Passed unanimously.

Disaster relief: A donate button will be added to the NSN webpage.

- Vice-Chair Report: Rishi Nixon. Nothing at the moment.
- Vice-Chair Elect Report: Caleb Hubbard. Caleb is working on a list of standing committees. There is some confusion about the jobs of the Vice Chair Elect and the Volunteer Coordinator. Caleb, Delanna and Margaret will try to sort this out. Melissa Fees will be asked if she would serve on the by-laws committee.

Motion: That the By-law update of 9.2 Executive Committee be approved with the removal of the words "preferably not on the board." Moved by Lisa Overholser.

Motion: That we amend the motion to state "A member of NSN not on the board of directors." Moved by Lisa Williams. Motion passed unanimously as amended.

Treasurer Report: Bob Johnson. \$43,000 income this year. \$116,000 in bank, plus \$60,00 in savings accounts. See attached budget.

- Webmaster Report: Dot Cleveland. A new version of the Teller for Hire Directory will be uploaded to our web page.
- Finance Committee Report/Fundraising Committee Report: Lisa Overholser, Committee Chair
No report at this time.
- 2025 NSN Conference Report: Leslie Shelley and Rishi Nixon, co-chairs
Hoping for more proposals to be submitted. Deadline extended to Nov. 11 because of Hurricanes.
A logo is being created by a professional designer for the conference.
Rishi is developing a proposal evaluation form for the evaluation committee to use.

Updates from SIGS

- SIG Coordinator: Claire Nolan: Will present a proposal from the Chairs of the SIGS
First, we propose that the MAL (Members at Large) funds be distributed evenly to each of the current SIGS; and an equal share be set aside as a "welcome mat" for future SIGS.
Second, we propose that the chairs of the existing SIGS decide how to allocate the funds.
Third, we encourage NSN members to donate to the "Welcome Mat" for new SIGS. Last, we ask that the Chairs of each of the SIGS have membership in all the SIGS.

MOVED: That the MAL funds be divided evenly between all Sigs, with one portion set aside as a welcome mat for startup Sigs. Moved by Margaret MacDonald. Passed unanimously.

- ECO-Report from Linda Yemoto and Claire Nolan: Sent emails to lapsed members.
Encouraging members to submit proposals
- PRO-Report from Lisa Overholser/Barry McWilliams: Program Nov 9. Panel on the future of hybrid storytelling with Heather Forrest, Rachel Hedman, Claire Hennessy.
- SIO-Report from Lisa Williams: 78 members. Had programs in Aug, Sept and Oct. Nov will be Emotional Fitness in Storytelling. 2025 Jan, Feb programs being planned.
- YES-Report from Angela Lloyd: YES is presenting Tim Lowry in a StoryLab called Storytelling Entrepreneurship 101. Nov 19th 7pm central.
YES had two Facebook pages: YES and Youth Educators in Storytelling.

Old Business

Rescheduling board meetings – fill out the doodle poll if you haven't already done so.

<https://doodle.com/meeting/participate/id/b62w6VVb>

New Business

Website changes-Lisa Williams has brought to our attention that there are changes on the website that affect how information is accessed or displayed.

Lisa Williams noted some confusion over 3 years terms for board members. We were reminded that we added a half year to the terms of all board members serving in January 2024, since we changed our terms from Annual Conference to Annual Conference, rather than from January to January.

The individual SIG pages cannot be opened. Lisa had trouble getting SIG pages to open. The user has to click on the SIG name in red to open.

Minutes from the past year(s) are not accessible on the website.
Dot will fix this.

Meeting adjourned by president at 8:24 CDT

Adjournment NSN Board Meetings for 2024 (Central Time Zone)

Tuesday, November 19, 6 PM

Saturday, December 21, 12 PM, noon

NSN Board Meeting Agenda
October 15, 2024
6 PM CDT

Call to Order: Chair, Delanna Reed

Determination of Quorum: (According to the By-Laws)

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Review and Approval of September 21, 2024, Minutes

Officer and Committee Reports:

- Executive Committee Report: Delanna Reed, Chair. Hurricane Helene response: Discuss and vote on how to proceed with emergency assistance for tellers. Extension deadline for Online Auction.
- Vice-Chair Report: Rishi Nixon
- Vice-Chair Elect Report: Caleb Hubbard
- By-Laws committee Report: Margaret Read MacDonald, Committee Chair. Vote on By-laws changes describing the members of the Executive Committee.
- Treasurer Report: Bob Johnson
- Webmaster Report: Dot Cleveland. Proposed Teller for Hire Directory.
- Finance Committee Report/Fundraising Committee Report: Lisa Overholser, Committee Chair
- 2025 NSN Conference Report: Leslie Shelley and Rishi Nixon, co-chairs

Updates from SIGS

- SIG Coordinator: Clair Nolan: Will present a proposal from the Chairs of the SIGs
First, we propose that the MAL funds be distributed evenly to each of the current SIGS; and an equal share be set aside as a "welcome mat" for future SIGs.
Second, we propose that the chairs of the existing SIGS decide how to allocate the funds.
Third, we encourage NSN members to donate to the "Welcome Mat" for new SIGS.
Last, we ask that the Chairs of each of the SIGS have membership in all the SIGS.
- ECO-Report from Linda Yemoto and Claire Nolan
- PRO-Report from Lisa Overholser/Barry McWilliams
- SIO-Report from Lisa Williams
- YES-Report from Angela Lloyd

Old Business

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<https://doodle.com/meeting/participate/id/b62w6VVb>

New Business

Website changes-Lisa Williams has brought to our attention that there are changes on the website that affect how information is accessed or displayed.

1. The individual SIG pages cannot be opened.
2. Minutes from the past year(s) are not accessible.

3. Some board term limits are inaccurate.

Adjournment

NSN Board Meetings for 2024 (Central Time Zone)

Tuesday, November 19, 6 PM

Saturday, ~~November 21~~, 12 PM, noon

December 21

9:21 AM

10/14/24

Accrual Basis

National Storytelling Network
Statement of Financial Position
As of September 30, 2024

	Sep 30, 24	Sep 30, 23
ASSETS		
Current Assets		
Checking/Savings		
1018 · US Bank General Account	5,483.85	57,295.21
1168 · US Bank Business Savings	110,457.22	0.00
1169 · Savings		
1077 · Ray Hicks Legacy Project	6,598.99	8,932.61
Total 1169 · Savings	6,598.99	8,932.61
Total Checking/Savings	122,540.06	66,227.82
Accounts Receivable		
1110 · Accounts Receivable	1,490.00	0.00
Total Accounts Receivable	1,490.00	0.00
Other Current Assets		
1250 · Undeposited Funds	226.50	2,309.95
1450 · Prepaid expenses		
1452 · Prepaid Insurance	0.00	2,259.00
1458 · Prepaid Vimeo	0.00	599.00
Total 1450 · Prepaid expenses	0.00	2,858.00
1460 · Deposits	0.00	8,787.50
Total Other Current Assets	226.50	13,955.45
Total Current Assets	124,256.56	80,183.27
Fixed Assets		
1645 · Machinery & Equipment	3,768.50	3,768.50
1760 · Accumulated Depreciation	-1,508.00	-1,508.00
Total Fixed Assets	2,260.50	2,260.50
Other Assets		
1800 · Other long-term assets		
1805 · CCU CD	60,422.58	59,096.99
Total 1800 · Other long-term assets	60,422.58	59,096.99
Total Other Assets	60,422.58	59,096.99
TOTAL ASSETS	186,939.64	141,540.76
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
1013 · US Bank Credit Card	1,586.92	178.80
Total Credit Cards	1,586.92	178.80
Other Current Liabilities		
2110 · Direct Deposit Liabilities		
2450 · Payroll Taxes Payable	-903.54	0.00
2452 · FIT Withheld Payable	64.00	0.00
2453 · FICA Payable-Employee	143.97	31.62
2454 · FICA Payable-Company	143.97	31.62
2455 · Medicare Payable-Employee	33.67	7.40
2456 · Medicare Payable-Company	33.67	7.40
2460 · KC Earnings Tax	0.02	0.02
2461 · MO Withholding	7.50	7.50
2463 · MN Withheld Tax	197.00	11.00
Total 2450 · Payroll Taxes Payable	623.80	96.56
2520 · Payable for Ray Hicks Legacy PJ	6,598.99	8,932.61

9:21 AM

10/14/24

Accrual Basis

National Storytelling Network
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As of September 30, 2024

	Sep 30, 24	Sep 30, 23
2570 · Short-term liabilities - other		
2573 · Due to SMP Recipients	0.00	50.00
2575 · Due to ETSU (In-State Tuition)	557.00	-99.00
Total 2570 · Short-term liabilities - other	557.00	-49.00
Total Other Current Liabilities	6,876.25	8,980.17
Total Current Liabilities	8,463.17	9,158.97
Total Liabilities	8,463.17	9,158.97
Equity		
32000 · Unrestricted Net Assets	21,793.08	3,231.31
3000 · Net Assets W/O Donor Restrictns		
3050 · Net Assets w/o Board Restrict.	91,177.49	69,384.41
3100 · Board Restricted Net Assets		
3102 · Due to SIGs		
3102g · Due to ECO (SIGs)	1,712.00	0.00
3102f · Due to KSA (SIGs)	35.50	160.50
3102c · Due to PRO (SIG's)	5,138.07	3,716.07
3102d · Due to SIO (SIG's)	6,332.76	5,477.19
3102e · Due to YES (SIG's)	18,534.93	16,381.68
3102h · Due to MAL (SIGs)	2,565.00	0.00
Total 3102 · Due to SIGs	34,318.26	25,735.44
Total 3100 · Board Restricted Net Assets	34,318.26	25,735.44
Total 3000 · Net Assets W/O Donor Restrictns	125,495.75	95,119.85
3300 · Net Assets With Donor Restrictns		
3301 · Use restricted net assets		
3325 · Member Grant Restricted Funds	5,420.21	7,920.21
Total 3301 · Use restricted net assets	5,420.21	7,920.21
Total 3300 · Net Assets With Donor Restrictns	5,420.21	7,920.21
3998 · Current Year Earnings	0.00	-3,231.31
3999 · Prior Year Earnings	-21,793.08	0.00
Net Income	47,560.51	29,341.73
Total Equity	178,476.47	132,381.79
TOTAL LIABILITIES & EQUITY	186,939.64	141,540.76

National Storytelling Network
Income and Expenses Compared to Budget
 January through September 2024

Ordinary Income/Expense	Jan - Sep 24	Budget	\$ Over Budget
Income			
4012 · Grants for Scholarships	2,500		
4000 · Contributed support			
4010 · Indiv/business contribution	12,674	11,125	1,549
Total 4000 · Contributed support	12,674	11,125	1,549
5000 · Earned revenues			
5112 · Teller Page Listings-Storynet	2,920	2,720	200
5141 · Conference Sponsorships-Nondedu	667		
5150 · Auction Proceeds	2,144	6,055	-3,911
5180 · Conference & Other Program Fees	83,187	88,470	-5,283
5210 · Membership dues - individuals	15,715	16,521	-806
5220 · Assessments & dues - orgs	3,325	4,175	-850
5310 · Interest-savings/short-term inv	1,882	1,949	-67
5440 · Non-program sales	10	10,000	-9,990
5450 · Advertising revenues	6,945	300	6,645
5477 · SMP Fees Earned	106		
5478 · ETSU Admin Fees	200	500	-300
5495 · Resource Room Admin Commission	511		
Total 5000 · Earned revenues	117,612	130,690	-13,078
5800 · Special events			
5810 · Special events - non-gift rev	242		
5820 · Special events - gift revenue	93		
Total 5800 · Special events	335		
Total Income	133,120	141,815	-8,695
Gross Profit	133,120	141,815	-8,695
Expense			
1200 · Prepaid Taxes	93		
7200 · Salaries & related expenses			
7220 · Salaries & wages - other	5,404	7,500	-2,096
7250 · Payroll taxes	413	574	-160
Total 7200 · Salaries & related expenses	5,817	8,074	-2,256
8100 · Non-personnel expenses			
8105 · Computer Equipment & Software	1,645	500	1,145
8110 · Supplies	1,344	0	1,344
8130 · Telephone & telecommunications	326	0	326
8140 · Postage, shipping, delivery	185	300	-115
8160 · Equip rental & maintenance	2,305	2,300	5
8170 · Printing & copying	3,346	450	2,896
8180 · Books, subscriptions, reference	757	750	7
8195 · Hicks Expenses	2,294		
Total 8100 · Non-personnel expenses	12,203	4,300	7,903
8300 · Travel & meetings expenses			
8322 · Comp Conference Fees	489		
8310 · Travel	5,416	0	5,416
8320 · Conference, convention, meeting	37,426	49,316	-11,890
8330 · Sound, technology, Zoom etc	4,260		
8321 · Presenter payout	800	800	0
Total 8300 · Travel & meetings expenses	48,391	50,116	-1,725

National Storytelling Network
Income and Expenses Compared to Budget
 January through September 2024

	<u>Jan - Sep 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
8500 · Misc expenses			
8516 · Marketing Expense	700	3,499	-2,799
8520 · Insurance - non-employee	3,328	965	2,363
8530 · Membership dues - organization	285	0	285
8555 · Program Related Fees	4,705		
8560 · Outside computer svcs/Website	8,803	9,000	-197
8590 · Other expenses	0	150	-150
Total 8500 · Misc expenses	<u>17,821</u>	<u>13,614</u>	<u>4,207</u>
8600 · Business expenses			
8610 · Bad debt expense	131		
8640 · Bank Fees	4,195	2,159	2,036
8650 · Taxes - other	1,003	0	1,003
8670 · Organizational (corp) expenses	10	600	-590
Total 8600 · Business expenses	<u>5,340</u>	<u>2,759</u>	<u>2,581</u>
Total Expense	<u>89,665</u>	<u>78,863</u>	<u>10,802</u>
Net Ordinary Income	<u>43,455</u>	<u>62,952</u>	<u>-19,497</u>
Net Income	<u><u>43,455</u></u>	<u><u>62,952</u></u>	<u><u>-19,497</u></u>

National Storytelling Network

Profit & Loss

January through September 2024

	226-ECO (220-SIGS)	223-KSA (220-SIGS)	227-MAL (220-SIGS)	222-PRO (220-SIGS)	224-SIO (220-SIGS)	225-YES (220-SIGS)	Total 220-SIGS (100-Progra...	Total 100-Pro...	TOTAL
Ordinary Income/Expense									
Income									
4000 · Contributed support									
4010 · Individ/business contribution	0	0	0	25	5	0	30	30	30
Total 4000 · Contributed support	0	0	0	25	5	0	30	30	30
5000 · Earned revenues									
5180 · Conference & Other Program Fees	210	0	0	130	60	326	726	726	726
5210 · Membership dues - individuals	1,425	0	2,325	1,050	1,350	2,875	9,025	9,025	9,025
5490 · Miscellaneous revenue	0	-25	0	0	0	0	-25	-25	-25
Total 5000 · Earned revenues	1,635	-25	2,325	1,180	1,410	3,201	9,726	9,726	9,726
5800 · Special events									
5820 · Special events - gift revenue	-150	0	0	0	0	0	-150	-150	-150
Total 5800 · Special events	-150	0	0	0	0	0	-150	-150	-150
Total Income	1,485	-25	2,325	1,205	1,415	3,201	9,606	9,606	9,606
Gross Profit	1,485	-25	2,325	1,205	1,415	3,201	9,606	9,606	9,606
Expense									
8100 · Non-personnel expenses									
8190 · In-house publications	0	0	0	1,015	0	0	1,015	1,015	1,015
Total 8100 · Non-personnel expenses	0	0	0	1,015	0	0	1,015	1,015	1,015
8300 · Travel & meetings expenses									
8322 · Comp Conference Fees	0	0	0	0	0	667	667	667	667
8325 · Honoraria	0	0	0	150	0	0	150	150	150
8321 · Presenter payout	1,100	0	0	500	530	1,500	3,630	3,630	3,630
Total 8300 · Travel & meetings expenses	1,100	0	0	650	530	2,167	4,447	4,447	4,447
8500 · Misc expenses									
8516 · Marketing Expense	0	0	0	0	39	0	39	39	39
Total 8500 · Misc expenses	0	0	0	0	39	0	39	39	39
Total Expense	1,100	0	0	1,665	569	2,167	5,501	5,501	5,501
Net Ordinary Income	385	-25	2,325	-460	846	1,034	4,105	4,105	4,105
Net Income	385	-25	2,325	-460	846	1,034	4,105	4,105	4,105

Here is a comparison of the existing Teller Directory and a proposed Teller Directory. Also there is a very brief video link to see what the proposed Directory looks like and how it operates.

The question I would like answered is: Do I need to survey the 185 current members using the directory for their approval or may I present the new directory as an upgrade to the existing directory. Current yearly fee is \$20.

<https://app.screencast.com/cm2axqkkgepuZ> 2 minute video sample of proposed directory

Attached is the cost analysis for the current projects at Tadpole.

Current Directory	Proposed Directory
Search - Basic	Search - Feature
<i>First Name</i>	<i>Full Name</i>
<i>Last Name</i>	
<i>Region</i>	<i>No longer needed</i>
<i>City</i>	<i>City</i>
<i>State / Province</i>	<i>State / Province</i>
<i>Country</i>	<i>Country</i>
Search - Advanced	
<i>First Name</i>	
<i>Last Name</i>	
<i>Country</i>	
<i>State / Province</i>	
<i>Primary type of Performance</i>	<i>Type of Stories</i>
<i>Bi or MultiLingual</i>	
<i>Ages</i>	
<i>Workshops</i>	
<i>Travel</i>	

<i>Mentor</i>	
Primary Type of Performance	Types of Performance
<i>Folk / Fairy Tales</i>	<i>Folk / Fairy Tales</i>
<i>Myths & Legends</i>	
<i>Historical Stories</i>	<i>Historical</i>
<i>Portrayals</i>	
<i>Monologues</i>	
<i>Tandem Storytelling</i>	
<i>Family Stories</i>	
<i>Storytelling with Music</i>	
<i>Personal Narrative Stories</i>	<i>Personal</i>
<i>Edgy Personal Stories</i>	
<i>Original Stories</i>	
<i>Literary Stories</i>	<i>Literary</i>
<i>Applied Storytelling</i>	
<i>Do Not Perform</i>	
<i>Storytelling/Characterizations</i>	
<i>Multi-faceted Storytelling</i>	
	<i>Children</i>
	<i>Young Adults</i>
	<i>Cultural</i>
	<i>Ghost / Supernatural</i>
	<i>Indigenous</i>
	<i>LGBTQ+</i>
<i>Photo in display of profile</i>	<i>Photo shown on first screen</i>
Notes	Notes
Search doesn't always give results - I get calls	Updated search engine; easy to use. Users can

<p>from frustrated people trying to find a storyteller.</p> <p>The current directory works, but a key factor is the teller cannot make changes to the directory. I have to do it for them.</p> <p>Also there are items to complete in the profile but are not searchable.</p> <p>Members do not fully complete the profile.</p> <p>Adding the photo is difficult.</p> <p>May add video and audio.</p>	<p>add multiple criteria to the search.</p> <p>Tellers can make their own changes to the profile.</p> <p>Simple and efficient profile to complete.</p> <p>This remains to be seen.</p> <p>Adding a photo is find / drop.</p> <p>Tellers receive clicks on their websites which increases visibility on the internet.</p> <p>Types of Performances can be added easily.</p>
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Scope of Work / Cost Estimate for NSN Web Work

Page menu changes: 2-3 hrs

Improve sidebar content for SIGs. We can dismantle whatever is happening there — looks like sidebar is built automatically based on the SIG's interior page structure — and give each SIG a custom sidebar or none at all.

Storyteller Directory upgrade to Search Kit: 5 hrs

Upgrade the Teller's Directory to use the latest CiviCRM tools to provide a searchable directory of Storytellers (i.e., those who have paid for a listing Membership Type=Directory Listing) with a limited number of fields, as follows:

- Photo/Image
- Name
- Website URL
- City, State, Country

Includes a filter/search feature and a front-end form to allow the individual to update their details.

Retire Caldera forms / implement Gravity Forms: 4-6 hrs

Includes re-creating the ORACLE Award Submission form on the new Gravity Forms platform.

Meetings, calls, testing, go-live: 1-2 hrs

Total: 12-16 hrs @ \$135 (\$1,620 – 2,160)