

**Karen Ellis**

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**From:** "Richard Baskwill" <rba[REDACTED]>  
**To:** "Trudy Howells-Murphy" <ghowellsmur[REDACTED]>; "Ada Mae Lewis" <le[REDACTED]>  
 "Betty Cullingworth" <cullingw[REDACTED]>; "David Williams" <williams[REDACTED]>  
 "Gerri Baker Parry" <gbakerpa[REDACTED]>; "Hywel Davies" <h.m[REDACTED]>; "Ian Morris"  
 <ottw[REDACTED]>; "Janet Briggs" <na[REDACTED]>; "John Ellis" <WNGC[REDACTED]>  
**Cc:** "Robert H. Roser" <ro[REDACTED]>  
 "Lynn Owens-Whalen" <lowens-wh[REDACTED]>; "Connie Claypool" <cwh[REDACTED]>;  
 "David E. Jones" <dejone[REDACTED]>  
**Sent:** Thursday, October 28, 2004 7:55 AM  
**Subject:** Progress Report

Dear NAFOW Committee Chair,

Executive Director John Ellis recently sent you a comprehensive description of the committee assignments and responsibilities for the North American Festival of Wales. These documents describe in detail the nature of the tasks which lie before us and the coordination to be done. I trust that you will find them very helpful.

As you know, much work needs to be done immediately in order to be able to meet the publication deadlines for the NAFOW 2005 which will be coming upon us all too soon. Virtually all of the major pieces of the programs must be in place in order to be published in the Registration Booklet in January. Given the fact that our attention in December tends to become focused on Christmas preparations, it becomes especially important that we use the time available to us now to accomplish our tasks.

I would appreciate it if you would let me and John Ellis know of your progress. You can send us reports on a flow basis as you accomplish significant milestones, and it would be very helpful if you could diary to send us reports on the first of every month beginning with December 1st. We can then share crucial information with all of the Board members so that everyone will be informed.

Please feel free to also let us know of any problems which you are experiencing, and we will do whatever we can to find the resources to help you.

The very high level of professionalism and competence which is evidenced in the members of the WNGGA Board of Trustees gives me great confidence that we can do truly wonderful things, and I look forward to our success in Orlando and Cincinnati.

Hwyl fawr,  
Dic Baskwill

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**2003 – 2004**  
**COMMITTEE APPOINTMENTS**

Executive Committee: Lynn Owens-Whalen, Dic Baskwill, Myfanwy Davies, Huw Williams and Connie Claypool.  
Charge: To be responsible for carrying out the business of the Association and exercising general supervision of the affairs of the Association between meetings of the Board of Trustees, subject, however, to the control of the board.

Nominations Committee: Alan Upshall (chairperson), Alfred Reese and Cerwyn Davies  
Charge: To prepare a slate of nominees for election to vacancies on the Board and also nominate persons for positions as officers of the Association.

Constitution Committee: Lynn Owens-Whalen (temporary chairperson, ex-officio), Hywel Davies, Dic Baskwill and John Ellis (ex-officio).  
Charge: Monitor changes approved by the Board of Trustees for constitutional effect.

Revenue Generation / Marketing Committee: Huw Williams (chairperson), Alan Upshall, Myfanwy Davies, Hywel Davies, Berwyn Jones, Lynn Owens-Whalen (ex-officio) and John Ellis (ex-officio)  
Charge: Scope to include raising funds including membership fees, the Annual fund, donations, sponsorship, endowment etc.

North American Festival of Wales Strategic Planning Committee: Alan Upshall (chairperson), Robert Hughes, Gerri Baker Parry, Jan Briggs, Lynn Owens-Whalen (ex-officio) and John Ellis (ex-officio).  
Charge: As future NAFOW will be organized by the WNGGA, this committee will recommend a specific framework regarding the organization of the Festival.

Long Range Planning Committee: Dic Baskwill (chairperson), Connie Claypool, Hywel Davies, Bob Roser, Betty Cullingworth, Lynn Owens-Whalen (ex-officio) and John Ellis (ex-officio)  
Charge: To continue to address implications of change and to continue to invoke and propose change using framework of the 1997 Long Range Planning Plan.

Youth Initiative Committee: Kara Lewis (chairperson), Gerri Baker Parry, Jan Briggs, Joan Mandry, Lynn Owens-Whalen (ex-officio) and John Ellis (ex-officio)  
Charge: To take responsibility for developing programs and activities which are focused on the interests of youth and are supportive of the basic purpose of the WNGGA.

Scholarships and Grants: Myfanwy Davies (chairperson), Ada Mae Lewis, Keith Davies Jones, Sally Evans Funderburk, Lynn Owens-Whalen (ex-officio) and John Ellis (ex-officio)  
Charge: To continue to request and assess scholarship opportunities

North American Festival of Wales, 2004 Buffalo: Myfanwy Davies (chairperson), Bob Roser, Sheila Pepper, Berwyn Jones, Huw Williams, Connie Claypool, Robert Hughes, David Evans, Trudy Howells, Ada Mae Lewis, Roy Morris, Betty Cullingworth, Lynn Owens-Whalen (ex-officio) and John Ellis (ex-officio)  
Charge: To draw up detailed plans and implement the NAFOW, 2004 Buffalo

North American Festival of Wales, 2005 Orlando: Chairperson to be announced, Jan Briggs, Trudy Howells, Ann McFerrin, Myfanwy Davies, Alan Upshall, Lynn Owens-Whalen (ex-officio) and John Ellis (ex-officio)  
Charge: To draw up detailed plans and implement the NAFOW, 2005 Orlando

The envelope arrived ! I haven't anything from David Williams, Geraint Jones or Joan Mandry. I think that is all but please check. I don't want to leave anyone out ! Also there are two elections' that the BOT needs to do. First Executive Committee Member at Large on the Executive Committee and second, the Char of the Youth Initiative Committee. Kara Lewis has agreed to have her name stand. I will approach Connie Claypool and ask her about the MAI position. This is the DRAFT ....

Executive Committee Lynn Owens-Whalen, Dic Baskwil,  
Myfanwy Davies, Huw Williams, Alan Upshall.

As Martha Davies resigned we needed appoint an Executive Member at Large. To be responsible for carrying out the business of the Association and exercising general supervision of the affairs of the Association between meetings of the Board of Trustees, subject, however, to the control of the Board Nominations Committee Alan Upshall, Alfred Reese, Cerwyn Davies. To prepare a slate of nominees for election to vacancies on the Board and also nominate persons for positions as officers of the Association.

Constitution Committee Connie Claypool, Hywel Davies, Die Baskwil, Lynn Owens-Whalen Charge: Monitor changes approved by the Board of Trustees for constitutional effect.

Revenue Generation / Marketing Huw Williams, Alan Upshall, Myfanwy Davies, Hywl Davies, Berwyn Jones. Scope to include raising funds including membership fees, the Annual fund, donations, sponsorship, endowment, etc.

North American Festival of Wales Strategic Planning Alan Upshall, Robert Hughes, Gerri Baker Parry, Jan Briggs, Lynn Owens-Whalen. As future North American Festivals of Wales will be organized the WNGGA, this committee will recommend a specific framework regarding the organization of the Festival.

Long Range Planning Committee Dic Baskwil, Connie Claypool, Hywl Davies,, Bob Roser, Betty Cullingworth. To continue to address implications of change and to continue to invoke and propose change using framework of the 1997 Long Range Plan.

Youth Initiative Committee Kara Lewis, Gerri Baker Parry, Jan Briggs, Joan Mandry, Lynn Owens-Whalen. To take responsibility for developing programs and activities which are focused on the interests of youth and are supportive of the basic purpose of the WNGGA.

Scholarships and Grants Myfanwy Davies, Ada Mae Lewis, Keith Davies Jones, Sally Evans Funderburk. To continue to request and assess scholarship opportunities

North American Festival of Wales, 2004, Buffalo Myfanwy Davies, Bob Roser, Sheila Pepper, Berwyn Jones, Huw Williams, Connie Claypool, Robert Hughes, David Evans, Trudy Howells, Ada Mae Lewis, Roy Morris, Betty Cullingworth. To draw up detailed plans and implement the NAFOW, 2004 Buffalo North American Festival of Wales 2005, Orlando Jan Briggs, Trudy Howells, Ann McFerrin, Myfanwy Davies, Lynn Owens-Whalen, Alan Upshall. To draw up detailed plans and implement the NAFOW, 2005 Orlando

Publications Committee Gerri Baker Parry, Keith Davies Jones, Connie Claypool, Trudy Howells, Joan Owen Mandry, Betty Cullingworth. Support the WNGGA and the NAFOW web sites. Review the need to revise current publications. Consider preparing more Gymanfa Ganu CDs for sale. Liaison with Welsh newspapers and publications.

Membership / Communications Keith Davies Jones, Berwyn Jones, Sheila Pepper, Robert Hughes. Design a Communications plan that recommends a plan for communication between Welsh Associations of North America and Wales and a plan for the WNGGA to communicate with its members plus monitoring the WNGGA Web Site.

Future Venues Huw Williams, John Ellis Alan Upshall, Lynn Owens-Whalen. Investigate and propose future venues for the North American Festival of Wales.

In addition to that above, you and I are, of course, ex officios on all committees. Before we send this out, I need to contact prospective chairs. For your information, the first listed is the one that I am going to, except for Orlando ...soon.

So, I will go after the chairs and the Exec MAL

Keep in touch.

Lynn

ps not raining yet here ! But it is foggy which is most unusual for us and they say rain Monday .... Yeah  
!Cheers !