



# executive council minutes

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## **The Meeting of the Executive Council of the Grateful Dead Studies Association, Conference Call, August 27, 2019.**

Minutes by Jan Wright and Nicholas Meriwether. Approved December 7, 2019.

The meeting was held via conference call and was called to order at 1 p.m. (PST), with all members of the Executive Council present: Nicholas Meriwether, President; G. Ganter, President-Elect; Kurt Torell, Vice President; Jan Wright, Secretary; and Beth Carroll, Treasurer.

### *1. Incorporation*

Meriwether reported that the Association had been incorporated in the state of California but was still waiting for the attorney to file the required federal forms. Council expressed concern at the slow pace, especially due to the likelihood of applications being processed slowly given the IRS backlog. A likely date is spring 2020. A bank account for the Association cannot be established until the IRS grants 501c3 charitable organization status.

## 2. *Websites*

Meriwether reported that he had purchased the new domain for the Association website and installed it; the URL is [www.deadstudies.org](http://www.deadstudies.org). The domain name for the Journal remains [www.gratefuldeadstudies.org](http://www.gratefuldeadstudies.org). Both URLs will have tabs for the other site.

Construction of the Association website continues. It will not be published until federal incorporation is complete and a bank account has been secured. Costs for domains and site hosting are being paid by Meriwether. Council unanimously agree that he should be reimbursed for those costs. Council will develop a transition plan so that responsibility for the sites can be transferred easily and ownership of the sites transferred to the Association as soon as the bank account was established. Wright noted that setting up bank accounts for non-profit organizations is difficult and time-consuming; Council agreed that establishing the bank account should be the first priority. Paypal could be used to accept credit card payments until a secure payment mechanism on the website was established. Wright will examine website coding for site payments and report.

## 3. *Publications*

2 | Meriwether provided updates on the journal *Grateful Dead Studies* and the Caucus conference program, which provides background on the formation of the Association and will be made available on the Association website. The journal's logo and design is complete and the essays, reviews, and some features marooned by the demise of the earlier, short-lived, limited distribution precursor have been revised for inclusion along with additional unpublished essays and features. Volume 1 is almost complete; Volume 4 is in final proofing. Volumes 2 and 3 are in process and require more work. The publication schedule will be biennial, once every two years.

Discussion followed over how to handle print costs and mailing expenses. Contributors should be provided with complimentary copies and many count on publication for tenure and promotion, which means that printing has to happen before the incorporation process is complete. Estimated costs for Volume 4 are approximately \$1,800.00. Meriwether agreed to pay for print costs and Wright suggested that he be paid back incrementally; Meriwether stipulated that reimbursement must not impact the Association financially and raised concerns over how that could be accounted for if the expenses were accrued before incorporation. Meriwether will compile a report on expenses for Council.

## 4. *Conference*

Meriwether shared a list of potential conferences with the Council and outlined advantages and disadvantages of each. Meeting at PCA/ACA would be best for visibility; Midwest PCA is centrally located but offers little geographic difference from SWPA-

CA; Far West, which meets in Las Vegas, offers an intriguing location but is difficult for East Coast participants to attend. Council will make a final decision at the next meeting and Meriwether will ask whether the conference is open to a Grateful Dead area.

Discussion followed about whether to have a formal Association meeting at the SWPACA and Council agreed that this would not be appropriate: the Association has not been incorporated yet and should postpone its inaugural meeting until after that. Other options were discussed and Council decided to let the newsletter serve as the mechanism for communication until the Association was formally launched. If conference attendees inquire, a brief announcement might be made at the end of the Caucus meeting to let interested participants know the status of the incorporation and organization process. Any announcement will be low-key, honoring the separation between the Caucus and the Association.

Discussion followed about the relationship, if any, between the Association and the Caucus. Council affirmed that there is none: the Caucus is the nickname of a conference area of the Southwest Popular/American Culture Association; the Association is a formal organization for academic professionals. Concern was expressed that the ongoing personnel problems at the Caucus might affect the Association; Council affirmed that this underscored the need to limit membership in the Association to professionals and ensure that the bylaws and code of ethics exclude individuals who behave inappropriately.

#### *4. Constitution*

Input from all Council members has been incorporated into the most recent drafts of the constitution, bylaws, and code of ethics. Torell and Ganter reported that their research showed that the language of the current versions is in line with other professional organizations. Revision will continue as the Council continues to refine the organizational structure; revision will be continuous until the Association is formally launched, after which amendments have to be made in accordance with the constitution. Once final, the constitution and bylaws will be posted on the Association website.

Another revision of the constitution, bylaws, and code of conduct will be prepared and circulated before the next Council meeting in February. Meriwether will continue to post updated versions incorporating all recent changes for the Council.

#### *6. Membership*

Discussion of membership language produced unanimous agreement on the need to provide a way to distinguish between supporters and members. The Council agreed to annotate a shared document detailing membership categories and finalize the language before the February meeting. The importance of the need for inclusive language was noted. The categories as written follow largely generic language found in many asso-

ciations. “Supporters” category will enable non-professionals to contribute. Discussion indicated that additional consideration should be given to wording of “cultural institutions” and “students.” Revisions to membership categories will be shared with the Council.

*7. Next Meeting*

Council agreed on the importance of meeting in person at the upcoming SWPACA conference meeting; officers will indicate which times are best as soon as possible, to allow for travel planning. Meriwether will send out a survey indicating possible times.

With no further business, the Council adjourned at 2:20 p.m. (PST).