

**VICTORIA BALLROOM DANCE SOCIETY
BOARD OF DIRECTORS' - APPROVED MINUTES
WEDNESDAY, APRIL 11, 2018 6:30 PM
CEDAR HILL RECREATION CENTRE**

Directors in attendance: (Chair) Douglas Anderson, President, Thomas Webber, Vice President Linda Ryder, Secretary/Treasurer, Journey Candice Hood, Membership Coordinator, Liz Frick, Director, Steve Montgomery, Past President

Others: Christina Southern, Administrative Coordinator

CALL TO ORDER 6:30 pm

ADOPTION OF AGENDA: as amended

DECLARATION OF CONFLICT OF INTEREST: None declared

APPROVAL OF MINUTES – March 13, 2018 Linda/Journey Carried

BUSINESS ARISING FROM THE MINUTES: none

REPORTS

Review Calendar of Events for April and May:

- Governance Committee Review Bylaws for possible amendment requirements
 - Notification of AGM is in conflict with the new BC Societies Act
 - Thomas and Bob Adams to meet to discuss

COMMITTEE REPORTS: Please report your committee member names, if changed

Finance - Chair Linda Ryder (Members Thomas Webber, Douglas Anderson)

Report in Sync Linda/Journey Carried

Community Outreach –Chair Thomas Webber (Members Bob Adams)

Programs at

- Doncaster School
- Carlton House
- Oak Bay High School Ballroom Dance Club

Should end on budget

Interest has been expressed for Seniors Demo by

- Greater Victoria Elder Care Foundation
- Sunrise Assisted Living Facility – Referred to Robin Evans

Dance – Chair Liz Frick (Members Cathy Hodson, Dale Morrissette, John Putters, Steve Montgomery, Ildiko Fashoway)

- Update on Dancing in the Square – Liz,
- Liz will cc treasurer on correspondence with the city so an invoice can be issued when details have been confirmed.
 - Liz to confirm bands and DJs (possibilities)
 - MC2
 - Katz and Jammer
 - Ron King
- NYE Dance planning up-date
 - Mar 18th sub-committee meeting – Steve Liz, Kathy, Ildiko

- Booked Saanich Commonwealth Place
- Adding VBDS 25th anniversary to the N Y theme
 - Photo booth for attendees
 - Call for photos to showcase (in a rotating loop) the dancers over the years
 - Music – live band – Liz to research bands and costs
 - Liz to prepare a budget
- Newcomer Dance April 7 – 38 people attended
- April 21 dance at Chief and Petty Officers Club
 - Liz and Steve organizing
- Suggestion: Newcomer Dances – play music for the newcomer dances – Level I & II and Pre-Bronze

Governance – Chair Thomas Webber (Members Liz Frick, Bob Adams)

Will meet prior to the next Board Meeting

Marketing & Promotions – Chair Steve Montgomery (Members Douglas Anderson)

- Intro Classes promoted on Facebook
- two e-mails sent for Intro Classes, one more to send
- Expenses from Steve Approved for authorize.net and Facebook advertising.- Linda/Steve Carried

Membership - Chair Journey Candice Hood (Members Steve Montgomery)

- Registrations at Intro Sessions and first night of each class
- Registrations will also be taken at some Wednesday practices – continue to monitor to see if required
- Encourage registration on line
 - Need a more user friendly way to register on line
 - Can couples register together
 - Doug and Linda to review with Idea Zone to see if it can be made more user friendly
 - Eliminate some of the options such as classes by instructor

Standards and Classes – Chair Douglas Anderson (Members Steve Montgomery, Linda Ryder)

- Session 5 has begun
- Meet soon to broad brush the dates for next year – **Action Doug**
 - Including Intros and Demo Dance

OFFICE ADMINISTRATION – Christina Southern 49.5 hours for March 2018

- Cost of forwarding mail from PO Box to Christina’s home address
 - \$83.15 for 12 months
 - This will save cost of Administrator picking up the mail (@\$18.00 per hour)

Motion to approve forwarding from PO Box to Christina’s address - Journey/Steve Carried

Should we retain the VBDS phone? Christina to continue to monitor

- How many calls?
- How many messages?

NEW BUSINESS

- Music Program – Thomas –
 - Doug was looking into operating system update – looking for volunteers to assist with this process
 - Doug and Thomas to follow
- Nominating Committee for new board members to be presented at the 2018 AGM

- Journey will chair the committee and enlist 2 other volunteers
- Keith Honeyman Award – recognition of volunteers
 - Add to calendar for November for future years
 - Usually presented at March Demo
 - We should do this sometime later in the year – perhaps at the June dance
 - Steve to chair this nominating committee and find some long term members to assist
- Workshop Options - Journey
 - Doug and Journey met with Wanda
 - liquid lead program for dancers
 - one hour session
 - encourage diversity – target in promos
 - encourage instructors to use the terms “lead” and “ follow” rather than men and ladies
 - Partnering Class – switching from lead to follow and vice versa
 - Toward the end of Session 5
- Non ballroom dances - Journey
 - Bringing in other dances to the play list if we are offering these in classes
 - 45 minute workshop at the beginning for dances that we are not offering classes for at this time
 - This will gauge whether we should be offering classes for these dances
 - Need to find instructors

NEXT MEETING – Tuesday, May 8, 2018 at Cedar Hill Recreation Centre

Liz to take minutes in Linda’s absence

ADJOURNMENT 8:15 PM