

**VICTORIA BALLROOM DANCE SOCIETY
BOARD OF DIRECTORS' MEETING
WEDNESDAY, AUGUST 14, 2018 6:30 PM
CEDAR HILL RECREATION CENTRE**

In attendance: Douglas Anderson, Thomas Webber, Journey Hood, Liz Frick, Linda Ryder

Absent: Steve Montgomery

Also in attendance: Christina Southern, Administrator

CALL TO ORDER: 6:30 pm

INTRODUCTION OF BOOKKEEPER: Barb Gordon. Barb will begin her contract on September 1, 2018

DECLARATION OF CONFLICT OF INTEREST: None declared

APPROVAL OF MINUTES: July 10, 2018 Linda/Journey Carried

BUSINESS ARISING FROM THE MINUTES: None

REPORTS

Review Calendar of Events –September

Review Year-end Financial Statements	Finance Committee
Appoint Nominating Committee	Board?
Planning for marketing dances	Dance/Marketing Committees
Plan items for AGM	Board

COMMITTEE REPORTS:

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

- **Action Christina** to contact Bambora for information regarding replacement of Authorize.net and other web site plug in charges
- Report in Sync
- **Action Journey & Dean:** Dancing in the Square Invoices to be submitted to treasurer

Community Outreach –Chair Thomas Webber (Members Bob Adams)

- Bob and Thomas continue to liaise about upcoming events

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

- July dance 39 people
- Crena Henley new volunteer for music for dances
- August dance – 18th
- September dance – hire Dean to teach a line dance or mixer
- October – Halloween
- November – demos dance & 25th anniversary
- December – New Years
- Newcomer Dances – could they be organized by newcomers?
 - More volunteers required

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

Bob, Liz and Thomas have been meeting by e-mail to discuss possible motions for AGM and to follow other matters that may not require a motion this year

- Membership Dues – to be reviewed at September board meeting, possibly \$70 September 1 to February 28 and \$35 March 1 to August 31
- Auditor – motion to appoint or not at AGM
- Signing Officers – recommended wording
 - A contract or other record to be signed by the Society must be signed on behalf of the Society:
 - (a) by the president, together with one other director,
 - (b) if the president is unable to provide a signature, by the vice-president together with one other director,
 - (c) if the president and vice-president are both unable to provide signatures, by any 2 other directors, or
 - (d) in any case, by two or more individuals authorized by the Board to sign the record on behalf of the Society.”
 - Do we need an additional clause re: signing of cheques etc.?
- The Governance Committee is considering at least one Special Resolution that the Board may wish to present at the 2018 AGM, clarifying & amending provisions in the VBDS Bylaws related to General Meetings, so as to better reflect new provisions in the new *Societies Act*;
- Notices for General Meetings” should be the top priority for the Governance Committee and the Board in terms of Special Resolutions to be brought forward for consideration at the 2018 AGM.
- At its September Meeting, the Board should be prepared to review and make at least preliminary decisions on the Governance Committee recommendations re Special Resolutions, as well as to set a date, location, & preliminary agenda for the 2018 AGM;
- A “call for resolutions” should probably be sent out to all Members in early October, with a formal notice of the AGM date, time, location, and proposed agenda to be ready to go out before the end of October.

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

Christina – Facebook - reviewing with Steve and Journey

Membership - Chair Journey Candice Hood (Members Steve Montgomery)

- Intros Schedules are in place
- Volunteers will be available at Wednesday Practices for Membership Registrations/Renewals as well as at Intro Classes

Standards and Classes – Chair Douglas Anderson (Members Steve Montgomery, Journey Hood)

- Session 1 online for registration
- No negative feedback about 12 week classes

Dancing in the Square

- over 200 attendees at each event
- There is a banner in storage for Dancing in the Square
- Next year someone on the board needs to coordinate the event with a special committee
- Need an MC for each night
 - MC2 – some complaints
 - Stephanie Greaves –a few complaints
 - Possible look for others for next year
 - Most positive comments about DJs

OFFICE ADMINISTRATION – Christina Southern 62.25 hours for July 2018

NEW BUSINESS

- Volunteer Recognition – Liz requested the board recognize the value of volunteers and thank them at an event. What kind of recognition? Tabled to next meeting
- Paid Membership Pro – need a credit card to pay \$147US – to be paid by IdeaZone on our behalf – if Doug is not available, Thomas has volunteered. This is required by the end of August.
- Nomination Committee – Chair Douglas Anderson? Tabled to next meeting
- VBDS Contract with First Data/CPS –
 - who has a copy?
 - what is the renewal/review date?

NEXT MEETING: September 11, 2018 Cedar Hill Rec

ADJOURNMENT 7:42 pm