

## VICTORIA BALLROOM DANCE SOCIETY

Minutes – Board of Directors meeting  
Wednesday, August 14, 2019 at 6:30 pm  
Cedar Hill Recreation Centre

**In attendance:** Steve Montgomery (President), Liz Frick (Secretary), Thomas Webber, Christina Southern (Administrator)

**Regrets:** Lynne Jordon, Rolands Muiznieks

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1. Call to Order- at 6:36 pm. Quorum confirmed.
  2. Approval of Agenda - approved.
  3. Declaration of Conflict of Interest - none declared.
  4. Approval of Minutes: from July 2019 meeting - approved as amended.  
MOVED BY: Steve and SECONDED BY: Thomas CARRIED
  5. President's Report - Pleased to report that members and newcomers are renewing/signing up for memberships and registering for classes earlier than in previous years.
  6. Committee Reports
    - Standards and Classes – Steve Montgomery (Chair) - Lynne and Steve worked on the Session 1 class schedule for 2019/20 which has been published in the newsletter and on the web site.
    - Pricing structure reiterated for information. If people pay on the day of the class there will be an approximate 10% surcharge. Online and advance payments (including exceptions such as pro-rated prices) will be at the standard, on-line price.
    - Membership – Lynne Jordon (Chair) - no report. See discussion under Business Arising from the Minutes.
    - Finance – Thomas Webber (Treasurer) - July financial statements received and reviewed.
    - GIC terms and rates discussed. *Thomas to reinvest \$85,000 in matured GICs with Coast Capital Savings Credit Union under the VBDS incorporated account.*
    - Finance Committee to review GICs in six months to stagger term of one deposit. *Liz to add item to calendar of events for February.*
    - Governance – Thomas Webber (Chair) - Governance Report received outlining proposed work plan for the 2019 AGM and also recommended response to the Ministry of Finance consultation regarding proposed changes to the Societies Act. Board agreed with the recommendations of the Committee
    - *A response to the Ministry of Finance consultation will be drafted by Governance Committee for president's signature. Due before Aug. 23.*
    - Dance – Liz Frick (Chair) - Next dance is August 24th. Dance Committee to coordinate.
    - Planning is underway for the September Potluck Dinner and Dance on September 21st. in consultation with the Membership Committee.
    - Communicated with Wanda K, Elizabeth S, John de P and Adam H to coordinate fall dance dates. One conflict in dates has arisen with Adam H in October. As is our practice for most VBDS dances, VBDS will promote the October dance to Newcomers (as well as general members) so as to minimize the effects of the date conflict.
    - Working on 2020 dance dates so as to avoid conflicts, if possible.

- Community Outreach – Thomas Webber (Chair) - no report.
- Marketing and Promotions – Rolands Muiznieks (Chair) - No report.
- *Steve to show Chrissy how to do the Facebook advertising.*

7. Business Arising from the Minutes

- Survey Monkey Strategy - Lynne away. Board members discussed proposal to survey members and it was determined that more work is needed on the intent and questions for the survey before moving forward.

8. New Business

- Calendar of events
  - Aug: Membership Renewal Notices - *Chrissy and Steve to expedite membership renewal e-mail notice (VBDS Membership Reminder).* E-mail to include a link to the online membership renewal web page.
  - Aug: Run membership numbers (as at Aug 31st) - *Chrissy to run membership numbers for 2018-19 membership year, effective immediately. Chrissy to send information to Lynne, as membership coordinator and to copy Board members for info.*

9. Office Administration

- Christina Southern (Office Administrator) – 53.5 hours

10. Next Meeting

- Proposed date: Wednesday, September 11, 2019 at 6:30 p.m.

11. Adjournment - Meeting adjourned at 7:57 p.m.

Minutes approved by the Board at the September 11, 2019 meeting.