

VICTORIA BALLROOM DANCE SOCIETY

Minutes – Board of Directors meeting

Wednesday, October 16, 2019 at 6:30 pm

Liz Frick's residence -2500 Hackett Cres, Saanichton

Attendees: Steve Montgomery (Chair), Liz Frick (Secretary), Thomas Webber, Lynne Jordon, Rolands Muiznieks, Christina Southern (VBDS Administrator)

Guest: Bob Adams (Governance Committee)

1. Call to Order - at 6:43 pm
2. Approval of Agenda - approved as written
3. Declaration of Conflict of Interest - none declared.
4. Approval of Minutes: from Sept 2019 meeting - approved with correction to date typo.
MOVED BY: Lynne and SECONDED BY: Steve CARRIED.
5. President's Report
 - AGM planning is the focus of this month's report/activities.
6. Committee Reports
 - Standards and Classes – Steve Montgomery (Chair)
 - Session 2 classes schedule and intro workshops completed and confirmed with instructors. All have been advertised on Facebook, web site and mail chimp.
 - Membership – Lynne Jordon (Chair)
 - Volunteer leads - Rules concerning volunteer leads at the higher levels was discussed. It was noted that it's generally known/accepted that volunteer leads should be in the class level above in order to volunteer at a lower level and that volunteers are expected to change partners, if needed.
 - *It was suggested that the rules concerning volunteering at the higher level, in particular, Gold level, be reviewed and revised to address current class requirements. Lynne to action.*
 - Non-member attendance - A concern about a former member's attendance at practices was brought to the Board's attention noting that this person's presence is seen as disruptive and that his behaviour is not a good representation of VBDS, especially for Newcomers.

Previously, the Board agreed to address this non-member directly. However, Board members are not always present at the practice to do so. *It was, therefore, suggested that a registered letter be drafted and sent to this individual explaining that practice is open to VBDS members, that he is not a member in good standing, and that there have been complaints about his behaviour.*
 - Proposed member survey - No further action has been taken on the proposed survey of members.
 - Finance – Thomas Webber (Treasurer)
 - A draft Balance Sheet and Comparative Income statement - 2018/19 and 2017/18 was reviewed. Board members to provide questions/ feedback to Thomas.

- Governance – Thomas Webber (Chair)
 - It was noted that the current bylaw concerning notice of meetings (bylaw 14) is out of date and needs updating to be consistent with the new *Societies Act*. The Committee presented a Special Resolution for consideration by the Board for presentation at the 2019 Annual General Meeting (AGM).
 - The Board reviewed the proposed resolution and recommended one amendment to notice required in bylaw in 14 (c).

WHEREAS the new Societies Act includes changed requirements for notices of general meetings of all societies incorporated under the Act;

BE IT RESOLVED that the previous wording of Clause 14 in the VBDS Bylaws (regarding “Meetings of Members”, Part 3) be replaced in full by the following wording:

14 (a) Notice of a general meeting shall include the date, time, and location of the meeting, as well as a proposed agenda and a list of all ordinary and special resolutions to be considered, and shall be made available to all members at least 21 days prior to the date of the meeting.

Such notice may be sent by email and posted on a website accessible to all members as permitted by the Societies Act.

(b) The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.

(c) Notice of all ordinary and special resolutions to be proposed by any member at a general meeting must be provided to the officers of the society at least 28 days prior to the date of such meeting, together with an outline of the subject matter and proposed wording for all resolutions, subject to the provisions that:

- (i) such prior notice is NOT required for procedural motions introduced at the meeting;
- (ii) such requirement for prior notice does not preclude any amendments to the proposed wording of a resolution, as long as any such amendment is in accord with 14(d), and does not introduce an independent new question under cover of an amendment; and
- (iii) the issue of whether an amendment to an ordinary or special resolution is in accord with 14(d), and does not introduce an independent new question shall be decided at a general meeting by ruling of the chair, subject only to an appeal approved by 2/3 of the votes cast.

(d) A notice of a general meeting must state the nature of any business to be transacted at the meeting in sufficient detail to permit a member receiving the notice to form a reasoned judgment concerning that business.

(e) Due to the annual cyclical nature of the number of members, for the purpose of interpreting Clause 77(2) of the BC Societies Act, the number of members of the Victoria Ballroom Dance Society shall be taken to be the number of members at the end of the preceding membership year as recorded in the register maintained by the membership coordinator.

MOVED BY: Thomas and SECONDED BY: Lynne

CARRIED

- o The two ordinary motions regarding membership dues and appointment of an auditor required for the AGM, were discussed and the following proposed:

BE IT RESOLVED that effective immediately, the annual dues for regular membership be set at \$72 per annum, and that the rate for eligible students and disabled persons be \$40 per annum, with the exception that members who are joining for the first time, or former members rejoining after an absence of more than 1 year from the expiration of their last membership year, may have their memberships pro-rated, such that if they join after January 1 the fee will be \$52 for regular members and \$30 for eligible students and disabled, and if they join after April 1 the fee will be \$32 for regular members and \$30 for eligible students and disabled. ordinary resolution is regarding appointment of auditor.

BE IT RESOLVED that the Victoria Ballroom Dance Society not appoint an auditor for the 2018/19 fiscal year.

MOVED BY: by Lynne and SECONDED BY: Rolands

CARRIED

- o Appointment of members to Nominating Committee responsible for recruiting new board members was discussed. Lynne to chair and confirm members for the Nominating Committee.
- o Correspondence: A proposed special resolution concerning volunteer recognition for Dance Committee members submitted by a VBDS member was received and discussed. The Board agreed to forward the proposed resolution to Governance Committee to review and discuss with the correspondent. Governance Committee to provide outcome/recommendation to the Board.
- Dance – Liz Frick (Chair)
 - o Potluck dinner and dance in September was very well received. Dance Committee suggests that another potluck be held in Feb 2020 to welcome January intake of Newcomers.
 - o Fall Harvest dance planned for Saturday, October 19 at CHR.
 - o November dance at LPC will include shoe and costume sale
 - o VBDS competition dancers will perform at the December 14 Christmas dance.
 - o New Years Eve tickets go on sale this week.
 - o Dance Coordinator has worked with others in the dance community to confirm dates for 2020 VBDS dances which are: Jan 18, Feb 15, March 21, Apr 18, May 16, June 20.
- Community Outreach – Thomas Webber (Chair)
 - o Report received.
- Marketing and Promotions – Rolands Muiznieks (Chair)

- o See Standards and Classes Report.
- 7. Business Arising from the Minutes
 - None
- 8. New Business
 - Correspondence - Dance Community Questions (09/21/19) - John de Pfyffer
 - o Correspondence from John de Pfyffer regarding the dance community in Victoria was received and discussed. It was agreed that a response be drafted to confirm the Board's willingness to work collaboratively with the dance community in Victoria (as per constitution) and that a meeting be scheduled with John to clarify and discuss issues. It was agreed that Rolands would contact John for a meeting in December.
 - Appointment of honorary members - as per Bylaw 4 (d), retroactive to September 2019, the following VBDS instructors and contractors were appointed as honorary members: E and R Ballroom Dance - Elizabeth and Ron Smailes, Wanda Kivitt, Taneya Spielman, Christina Southern and Barb Gordon.
- 9. Office Administration
 - Christina Southern (Office Administrator) – 61.75 hours
- 10. Next Meeting
 - Proposed date: Wednesday, November 13, 2019 at 6:30 pm
- 11. Adjournment - at 8:55 pm

Minutes approved by the Board, as amended at the November 13, 2019 meeting.

Minutes further amended to include attendees names (inadvertently left off) and to record Board's e-mail approval to retroactively appoint honorary VBDS members, as required by Bylaw 4(d).