

# Victoria Ballroom Dance Society Victoria Ballroom Dance Society

## Board of Directors Meeting Minutes

March 10, 2021 at 4:00 p.m.

Present: Betty Choy, Henry Choy, Cathy Hodson, Lynne Jordon (President and Chair),  
Brian Mason, Rolands Muiznieks, Ron Cain, Jay Schmidt, Notetaker, Ron Cain  
at 4:45 pm

Absent with Liz Frick

Regrets:

### 1. **Call to order**

Meeting called to order at 4:03 p.m.

### 2. **Approval of agenda**

Motion to approve the agenda MOVED by Rolands Muiznieks. CARRIED

### 3. **Declaration of conflict of interest**

None declared

### 4. **Appointment of timekeeper:** Betty Choy

### 5. **Approval of minutes**

MOVED by Rolands Muiznieks to approve the minutes of the Feb. 10, 2021 meeting. CARRIED

### 6. **Business arising from the minutes**

- a) Covid tracking update - incomplete
- b) Project scope – VBDS class registration, membership & payment online system review to include liability waiver. A working group in the coming month (April) was discussed. Betty Choy suggested that a high-level requirements document is needed and will examine the existing requirements we've gathered thus far.
- c) 2021 Thrifty's Smile Card application – For our application to Thrifty's to participate in the Smile Card program, we need to identify what we are fundraising for. Members discussed purchasing DVDs from Dance Vision. Suggestions are welcome and must be submitted by end of March 2021.

Last year's funds were for a Mobile battery powered amp and microphone which should be purchased before the end of March as the business case was completed for our choice.

## **7. President's report**

Lynne noted all board member terms expire at the 2021 AGM. She proposed holding the 2020 and 2021 AGMs on the same day, tentatively to be held Oct 20, 2021. Lynne suggested finding volunteers who could back up each board role and further brainstorming will be at our next meeting.

## **7. Treasurer's report**

Written report provided by Betty and Henry Choy.

## **8. Committee reports**

- a) Community outreach – Rolands will investigate whether there's an opportunity to include a dance activity or demo at the 2022 55+ BC Games to be held in Victoria Sept. 13 – 17, 2022. Dancing in the Square may be possible this summer possibly with creative formats. Ron Cain suggested we consider offering classes on the West Shore and agreed to look into venues.
- b) Dance – no report
- c) Finance – Written report received. Highlights include \$1,362.42 raised from Sept to March through the Smile Card program, and financial statements from 2020 (year-end August). 2021 financials will be discussed at the April meeting.
- d) Governance – Members reviewed the VBDS Harassment policy and the VBDS conflict of interest policy.  
  
MOVED by Ron Cain to accept the harassment policy. CARRIED.  
  
MOVED by Rolands to accept conflict of interest policy. CARRIED.
- e) Marketing and promotions - covered under Smile Card.
- f) Membership – Nothing to report
- g) Standards and classes – Lynne reported that Victor and Emma have agreed to create YouTube sessions for members on topics such as dance exercises, Latin dance, musicality and timing. As COVID-19 restrictions ease, we will look at holding classes or practices at Centennial United Church, Edelweiss Club, Cedar Hill rec centre and possibly Brentwood Bay Community Centre.

## **9. New business - No new business**

## **10. Bring forward items from calendar - AGM planning**

## **11. Board correspondence**

WorkSafe BC 2021 remittance

**12. In-camera session**

Moved by Henry Choy that the board move *in camera* at 5:31 p.m.

**13. Adjournment**

A motion to end the in camera session and adjourn was moved by Rolands and the meeting adjourned at 5:56 pm.