

Victoria Ballroom Dance Society

Board of Directors meeting

May 12, 2021 at 4 p.m.

Present: Cathy Hodson, Lynne Jordon (President and Chair), Brian Mason, Rolands Muiznieks, Ron Cain, Jay Schmidt, Michael Kittel, Julie Taylor, Ron Tannhauser

1. **Call to order**

Meeting called to order at 4:11 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**

Rolands Muiznieks

5. **Approval of minutes**

MOVED by Rolands Muiznieks to approve the minutes as amended of the April 14, 2021 meeting. CARRIED

6. **Business arising from the minutes**

- a) Covid tracking update – Jay and Lynne will look at the covid tracking document and make a general update to the document to summarize more recent COVID impacts to the club.
- b) Project scope – VBDS class registration, membership & payment system review. Lynne stated our goal is to enable members to use our VBDS website to sign up for classes and pay membership dues, and that we should leverage approaches used by other organizations.
- c) Board appointments – 3 guest members joined the meeting. Ron Tannhauser, Julie Taylor and Michael Kittel. Lynne moved that the three be appointed to the board.

MOVED by Lynne Jordon that the following appointments be made to the VBDS Board of Directors effective immediately:

- Ron Tannhauser as Treasurer

- Michael Kittel as Finance Chair
- Julie Taylor as Member-at-Large

CARRIED

7. **President's report**

Lynne reported on her written report. It was noted that proposed changes to bylaws need to be considered by the governance committee well in advance of the AGM. Rolands is working on recruiting/succession planning and strategic planning. Lynne requested that current committee chairs indicate if they are willing to continue in this role. Future discussion is needed re: membership dues for 2021 since we have been inactive, with possibilities including extending memberships.

8. **Treasurer's report**

No report as written report provided by Betty at our April meeting.

9. **Committee reports**

- a) Community outreach – Rolands to work on summer activities/outdoor dances.
- b) Dance – No report; no Chair. Julie agreed to assist as necessary.
- c) Finance – No report.
- d) Governance – No report.
- e) Marketing and promotions – No report.
- f) Membership – Discussed options for membership dues.
- g) Standards and classes – Offer some summer classes if public health guidelines allow.

10. **New business - strategic planning**

The board discussed surveying our members by phone and electronically and discussed the possibility of a focus group. Jay to compile an email list of board members and volunteers to share with board members. Ron C. and T. volunteered to draft survey questions. Survey Monkey if possible.

11. **Bring forward items from calendar**

AGM planning. Lynne and Jay to meet to discuss.

12. **Board correspondence**

Letter from Royal Oak Women's Centre requesting our interest in returning in the Fall.

13. **In-camera session**

MOVED by Cathy Hodson to go in camera to approve prior meeting minutes was moved at 5:49 p.m.

CARRIED

14. Adjournment

MOVED by Rolands Muiznieks to end the in camera session and adjourn at 5:53 p.m. CARRIED