

Victoria Ballroom Dance Society

Board of Directors Meeting

Aug 11, 2021 at 4 p.m. at 984 Kentwood Terrace; continued on August 22 at 4 p.m. via Zoom

Present on Aug. 11: **Lynne Jordon (President and Chair), Rolands Muiznieks, Ron Cain, Jay Schmidt, Michael Kittel, Brian Mason, Ron Tannhauser**

Regrets: Julie Taylor (Aug 11; resigned from board prior to August 22 meeting)

1. Call to order

Meeting called to order at 4:05 p.m.

2. Approval of agenda

MOVED by Rolands to approve the agenda. CARRIED

3. Declaration of conflict of interest - None declared

4. Appointment of timekeeper – Rolands

5. Approval of minutes

MOVED by Michael Kittel to approve the minutes of the July 14, 2021 meeting. CARRIED

6. Business arising from the minutes

a) Covid tracking document – Lynne/Jay to update re: communicable disease plan.

b) Payment system and website – (See Finance).

c) Board appointments - (under president's report)

7. President's report – Lynne provided a written report.

She noted that a membership coordinator and dance committee coordinator are needed.

Rolands will contact a member to see if he would be the dance coordinator.

The Membership Coordinator is an officer of the society under our bylaws, and the board currently has a vacancy in this position. Directors should send suggestions to Jay and Lynne by Friday, Aug. 13.

8. Treasurer's report

Ron Tannhauser provided a treasurer's report. Income statements for April to July 2021 and Sept to Nov 2020 completed. Statements for Dec. 2020 to March 2021, while VBDS was on hiatus, will be prepared. Jay to gather statements for the fiscal year Sept 1, 2020 to Aug. 31 of 2021 (balance sheets and income statements) and place them in Sync under Finance.

Ron indicated VBDS has three GICs maturing on September 5, 7 and 11. He will contact Coast Capital to renew and will consolidate 2 banking locations for VBDS accounts if possible.

Ron is looking into housekeeping issues to verify the GST return status for 2019-2020 and credit notes for 2019-2020 fiscal and 2020-21 fiscal years.

MOVED by Michael Kittel – That the expiry date for all credit notes be extended to Dec. 31, 2021. CARRIED

The Treasurer also noted that an invoice to Royal Athletic Park for Dancing in the Park will be issued. RAP will cover costs of this community outreach program.

9. Committee reports

a) Community outreach – At this time of year we normally approach schools to assess interest in Dancing in the Schools. Rolands will follow up with Bob Adams re: timing and interest.

b) Dance – No report; no Chair.

c) Finance – Michael Kittel provided a written report. The PayPal setup in the VBDS website is nearly completed and just needs to be tested and old plug-ins and content removed.

Michael has updated the library list of DVDs. It was noted that Socan/ Entandem statements require follow up.

d) Governance – No report (See Vaccination policy)

e) Marketing & Promotions –Brian noted we purchased 10 Dance Vision DVDs. We have \$394.94 of the \$500 the board authorized to spend on this. Brian will purchase more DVDs.

f) Membership – Lynne noted we need volunteers to keep the solo line dance practices going.

g) Standards and classes – Lynne provided a written report. She noted we will hold Intro to Ballroom sessions at Les Passmore on Sept 10 and 17 with Liz and Victor as instructors. Ron Cain to post on Dance Victoria Facebook page. A practice will follow these intros at 7:30. Wed night practices start on Sept 8 at Cedar Hill at 8 p.m.

Sunday practices for Silver and above will resume in Sept at Les Passmore.

10. New business

a) Strategic planning - The existing VBDS constitution was reviewed. No changes proposed at this time.

b) Vaccination policy – Members discussed briefly and then agreed to defer to decision to gather more input as the situation is an evolving one.

Continuation of Aug board meeting on Aug. 22 by Zoom called to order at 5:04 p.m.

Present on Aug. 22: **Lynne Jordon (President), Rolands Muiznieks, Ron Cain, Jay Schmidt, Michael Kittel (Chair), Brian Mason, Ron Tannhauser, Liz Frick**

Moved by Rolands Muiznieks that the VBDS Board supports BC public health recommendations and, for added safety, requires that all those who choose to participate in any VBDS sponsored indoor activity shall:

- Be fully vaccinated against COVID-19.
- Provide proof (paper or digital) of vaccination status.

The VBDS board recommends wearing a non-medical mask in indoor spaces. The Board shall continue to monitor BC public health recommendations and will modify our position as needed.

CARRIED

c) Correspondence from Steve Hutchings dated August 20, 2021 re: violation of VBDS bylaws by extending the 2020-21 membership year by 2 months. The board agreed that the decision was in the best interests of the VBDS and a response to the member will indicate the rationale.

11. Adjournment and reconvening of the meeting

Rolands MOVED to adjourn the August 11 meeting at 6:10 pm and reconvene / continue the meeting on August 18, subsequently changed by agreement to August 22, 2021 at 5 p.m. on Zoom. The August 22 meeting adjourned at 5:57 p.m.

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