

VICTORIA BALLROOM DANCE SOCIETY

Board of Directors meeting – Wednesday, November 10, 2021 at 4:30 p.m.

By Zoom

Meeting Minutes

Directors in attendance: Michael Kittel (President and Chair), Lynne Jordon (past president), Jay Schmidt (secretary), Richard Pigeon, Diane Truman. Regrets: Rolands Muiznieks, Maria Heron

1. Call to Order

Meeting called to order at 4:33 p.m.

2. Approval of Agenda

MOVED by Lynne to approve the agenda. CARRIED

3. Declaration of Conflict of Interest

No conflict of interest declared.

4. Appointment of Timekeeper

Lynne agreed to be the timekeeper.

5. Approval of Minutes

MOVED by Lynne to approve the October board meeting minutes as revised. CARRIED

6. Business arising from the minutes:

a) COVID update – Michael noted that he provided Cedar Hill rec centre with an updated communicable disease plan.

b) Board appointments – Michael moved that board appointments be as follows: Jay as secretary, Richard as treasurer, Diane as membership coordinator. Appointment of VP will be deferred. Committee chairs will be: Richard to be finance committee chair for now, Michael will be chair of standards and classes committee, Maria will be chair of outreach committee. Lynne will be board liaison with the Governance committee. Marketing and promotions chair will be led by Michael on a temporary basis. Dance committee chair is vacant. CARRIED

c) Matured GICs – Richard will contact Ron Tannhauser regarding 3 GICs that have matured and will recommend where to re-invest them.

7. President's Report

Michael provided a written report. He noted that he submitted a board of directors update to the BC Societies registrar. Bylaw changes from 2019 need synopsis. The board will post the updated bylaws to the website. Only change is the timing of notifying membership of AGMs to be in sync with BC Societies.

Members discussed possibilities for classes and increasing membership.

VBDS has 118 members, down from 198. There will be No New Year's Eve dance due to COVID. Michael asked someone to volunteer to take on the newsletter task from Brian. Greeters are needed for practices. We also need someone to run the music as a backup for our regulars. Consult with current and former directors and volunteers.

8. Treasurer's Report

Transition in progress from Ron Tannhauser to Richard Pigeon. Members approved one hour of IdeaZone consulting and maintenance on our website (approved through email on Nov. 12)

9. Committee reports

- a) Community Outreach: covered in president's report. Victor is helping with musical theatre. Senior's demos: we need to find members who can do this.
- b) Dance: no report
- c) Finance: Two invoices from Socan and Entandem generated based on various attendance records from 2019. Credit notes continue to be generated due to some accidental double payments. We need to produce a budget and discuss at December board meeting. Cost of advertising. Didn't submit repayment in correct fiscal year, so it is not an issue—put in minutes of AGM. Ordinary resolution 5 – finance committee to work on.
- d) Governance: No report.
- e) Marketing and Promotions: Covered in president's report
- f) Membership: Covered in president's report
- g) Standards and Classes: Covered in standards and classes

10. New business

- a) Intro to Ballroom early January 2022
- b) Possible open-to-public workshop classes: marketing / gift cert (Xmas) promo

11. Bring Forward items

- a) approval of the AGM minutes to be discussed at Dec meeting.

12. Correspondence - Raymond noted if he and Brian can't do music, we need a Bluetooth speaker. We also had the group below the CUC dance studio note that our music is too loud on Friday practices.

13. Adjournment

MOVED by Michael to adjourn the meeting at 5:40 p.m. CARRIED