

## **VICTORIA BALLROOM DANCE SOCIETY**

**Board of Directors meeting – Wednesday, Sept. 14, 2022 at 4:30 p.m.**

**By Zoom**

### **Meeting Minutes**

Directors in attendance: Michael Kittel (President and Chair), Richard Pigeon, Maria Heron, Rolands Muiznieks. Lynne Jordon (Past President), Janine Wittich.

#### **1. Call to Order**

Meeting called to order at 4:30 p.m.

#### **2. Approval of Agenda**

MOVED by Michael to approve the agenda. CARRIED

#### **3. Declaration of Conflict of Interest**

None.

#### **4. Appointment of Timekeeper**

Lynne agreed to be the timekeeper.

#### **5. Approval of Minutes**

August minutes approved with amendments.

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

- a) Credit notes expiry – Michael noted the number of credit notes outstanding. Directors noted that they expired on Dec. 31, 2021 as per emails sent to members and non-members who had credit notes. The only credit notes that are not expired are those that accumulated after Aug. 31, 2021.

MOVED by Richard that we cancel all credit notes up to Aug. 31, 2021 and consider them as donations, which will be captured on the year-end financial statements.

CARRIED

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

Michael provided a brief written report. Regarding website maintenance, we can continue to use current free versions of plug-ins. We are running out of cloud storage space. Zenutech suggested we increase it.

MOVED by Michael to spend \$30 for another 5 GB of cloud storage space. CARRIED.

The nominating committee chair will be Lynne Jordon. Michael has updated the key dates document for the AGM and will add to Sync.

#### **8. Treasurer's report**

Richard provided a draft report on revenues and expenses for the month ending Aug. 31, 2022. Richard to add August revenues from Victor's workshops once he receives the numbers from Michael.

#### 9. Committee reports

a) Community Outreach: no report.

b) Dance: September dance will be held on Saturday, Sept. 24 at Cedar Hill Rec Centre from 7 to 9 p.m. Dec. 10 was put forward as a possible date that might be good for celebrating long-time and founding members. Creative ideas for dances were discussed, such as bring a friend night and themed dances.

MOVED by Richard that we approve \$200 for upcoming expenses for the Sept. 24 dance. CARRIED.

Lynne noted that there will be some expenses for engraving the Keith Honeyman trophy. At the Sept. 24 dance, Lynne will do a presentation after 7:30.

c) Finance: covered in Treasurer's Report above.

d) Governance: Lynne provided a written report that summarized the Sept. 6, 2022 governance committee meeting. The committee considered proposed changes to the VBDS constitution and bylaws. They recommend the VBDS board move forward with one resolution at the 2022 AGM.

MOVED by Michael to accept the report as written. CARRIED.

e) Marketing and Promotions: The VBDS website has been updated with fall classes. Janine has been promoting the VBDS Facebook page. She asked about paid advertising to promote VBDS. Richard suggested Janine propose a budget for advertising. For now we can start with \$250.

MOVED by Richard to approve \$250 for advertising. CARRIED.

f) Membership: Directors discussed renewing honorary memberships for the following people: David Spence, Liz Smailes, Ron Smailes, Victor Golubkov, Adam Hanna, John de Pfyffer,

MOVED by Michael to make the above individuals honorary members. CARRIED.

Michael noted that for workshops (as opposed to classes), dancers don't need to be members, but they need to create a non-member account on VBDS.org. This will help with financial reports generated by the website plug-ins: Paid Membership Pro and Events Manager.

g) Standards and Classes: Michael noted there is 2-tier pricing on workshops for members and non-members. 30 classes and workshops are listed on the website.

#### 10. New business

a) None

#### 11. Bring forward items.

a) None

12. Correspondence

b) None.

13. Next Meeting – Oct. 12, 2022 at 4:30 p.m.

14. Adjournment

MOVED by Michael to adjourn the meeting at 5:50 p.m. CARRIED