****

**BC Swing Dance Club**

#156-4111 East Hastings St.

Burnaby, BC V5C 6T7

[www.bcswingdance.ca](http://www.bcswingdance.ca)

Contact: 778-242-0378

**BCSDC Board of Directors Meeting**

**Date:** February 11, 2017

**Location:** 2266 Trinity St, Vancouver, BC

**Present:** Michael Shibasaki, Ian Kirkconnell, Don Brown, Betty Gene McCallum, James Twigg, Wyatt Ritchie

**Absent:** Kathy Pomeroy, Phil Daum

Meeting called to order 11:00 am

**Chairperson:** Michael Shibasaki

**Adoption of Agenda**

Add:

* SwingCouver
* Easy Does It Wristbands

Moved by Don second Ian to adopt agenda with additions

Adoption of previous minutes – Moved by Don second Ian

**Business Arising**

Registry Services (existing board) – have been submitted and are still in process. Bylaws will be filed after the submission is received. This process can all be done on-line in the future.

Club Storage - Michael sent out the spreadsheets, he will send them out again. Confederation Park has no storage space per Don. Action: Michael

Socan (music) – Has bill has not been received. Last year billing will be confirmed.

 Action: Don

Zgoda thank you letter – Michael will do.

 Action: Michael

Past President - Tom stated in his resignation letter he is not interested in serving as Past President.

Beginner lesson – Matthew cannot teach. Henry will teach the lesson Feb. 18th.

Constant Contact account 2017- set up PayPal to pay our account.

 Action: James

Don will email excel sheet of membership names to James for Google Groups.

Action: Don

Promotional Banners – Tabled for new board.

**EXECUTIVE BOARD REPORTS**

**President:**

**Website** is up and most information has been posted. List of past Board of Directors will be sent to Michael for posting. Action: Don

Wyatt & James also have access - we will need more board members to have access.

**Music**

* Guest DJ’s - Board is responsible for paying
* Music Director – Chris Dewhurst will be the February guest DJ.

**Donations** - Sheila Adams asked for Cultch donation – Three sets of beginner lessons and dance for a couple was donated.

**Vice President:**

**AGM –** Preparations are ongoing and almost complete.

Collected items for AGM package (14 pages). Will print 40 packages. Ian has an account at Staples, he will submit his account information to the board for all to use.

 Action: Ian

Ian & Don have pens for voting purposes

 Action: Ian/Don

**Treasurer**

Financials are all complete. Don will read Phil’s letter at the AGM.

**Secretary**

Has been working on AGM.

Secretary will send out a reminder 1 week before board meetings to the board.

**January Dance**

* Lessons - 13 beginner, 34 in intermediate – approximate 70 attending
* Members paid up 53, 2 honorary members
* Check to see if any PayPal members have signed up. Wild Apricot will be cancelled. Newsletter to note that on-line registration is no longer available.

Action: James

**Nomination Committee**

Ian will be giving a report at the AGM. He will remind members that there are 9 spots available rather than 8. He will call for nominations (must be done 3 times during meeting). Rather than use a flipchart Ian will purchase or borrow a white board for agenda, nominees etc. Election will be run by Ian. Stuart Ho is the scrutineer.

 Action: Ian

First board meeting notice will go out to new board members. List of emails of new board members will be passed on to the secretary.

 Action: Michael

**AGM Committee**

Meeting starts at 6:30 board will be there at 6:00

Don & Ian will do registrations

Pizza 6:30 pm

Five Ballots will possibly be required

**Rules & Regulations** – Tabled for new board.

**New Business**

**Survey results – James**

* Survey has been shared with the executive electronically and were sent out again via Constant Contact
* New members response was good
* Lessons – some dancers not qualified to be in workshops
* Music pretty good
* Price and value good
* Board is favorable, welcoming and easy to give feedback to
* 20% do not know any board members, 80% know at least one
* Ben Morris event was good - 74% did not attend
* Overall Rate 4/5 few rate below 3
* 43% men, 53% women responded
* 50% member have been members between 1-5 years
* As indicated in the survey our members want notices twice a month and more lead time for meeting notices.

**Twentieth Anniversary**

Suggestions for new board:

Contact past members that have information and pictures of interest. Sheila is a good resource she did lots of work on the 15th anniversary. All past board members should be recognized and sent an invitation.

First paid member – Dave Harrison (Ian’s student)

Jean-Guy to take photos.

Old pictures to go on monitor for members to view – Jean Guy.

Use existing dance date – October or November (teaching Pam & Elizabeth)

If Elizabeth can’t make it Maggie Bretton should be asked to teach.

**Ride Sharing**

Michael and Don suggested we start a ride sharing for dances.

Sign-up sheet - to be posted on website and available at dances.

Set up a draft sign-up sheet. Bring to next meeting.

 Action: Wyatt

**SwingCouver**

SwingCouver awards presentation – President is responsible to approach Ian to have us on the agenda and be involved with the beginner awards.

**Wrist Bands – Take It Easy**

Betty Gene suggested we use the Take It Easy wristbands that Myles & Tessa offer. The intention is to start up a conversation and a possible request for people with injuries.

The board decided to not have the wristbands but rather to promote this type of awareness on our website, newsletters and through announcements.

Card to be made up to display at dances.

 Action: Ian, Don Michael

**Dance Etiquette** – for our website & newsletter. Research will be done by Ian.

 Action: Ian

**Shoe Bags & Mugs** - Inventory to be taken. We will start to give them out as possible prizes.

 Action: Don

**Website**

Minutes are posted on our website. Don suggested we post board meetings – location, time & date. Members are welcome to come and listen at all board meetings.

 Action: Michael

**Board Transition**

First board meeting, February 25th, past board and new board will attend.

**Newsletter** items arising from meeting:

* Wild Apricot no longer available.
* AGM meeting reminder – nominations can be made from the floor.

**Next Agenda**

* Summer Barbeque
* Promotional Banners
* Rules & Regulations
* Twentieth Anniversary

Meeting Adjourned 12:45 pm

**Next Meeting:**

February 25, 2017 1 – 3:00 pm

Vancity South Burnaby Branch

5064 Kingsway