****

**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:** December 14, 2017

**Location:** 305 – 2266 Trinity St, Vancouver

**Present:** Michael Shibasaki, Betty Gene McCallum, Rick Gillespie, Kathy Pomeroy, Wyatt Ritchie, Linda Barker, Wanda Roberts

**Regrets**: Vickie Langford, Evelyn Wu

Meeting called to order at 7:03 pm by Chair, Michael Shibasaki. Quorum present.

**Adoption of Agenda -** approved

**Adoption of Previous Meeting -** approved

**Review of Action Items**

**Stand Up Banner**

Sample banner was presented with photos on it. Michael is in the process of acquiring the approval from people in the photos. Costs: Vista Print – Approx. $100 with the stand.

We will get another price from Budget Printing. Action: Betty Gene

**Website Template pictures** – tabled until next month

**Facebook Ad** – tabled until next month

**MailChimp**

Bonnie has used MailChimp in the last 2 bulletins. We are fully moved over and it is working well.

**Buttons/T-Shirts** – Wanda reported that pinnies from her supplier are not of good quality. She will do more research. Proposed printing on pinnie: - Hello my name is – Dance with Me in white with red lettering.

 Action: Wanda

**Confederation Park**

**Floor plan** – The maintenance department do not seem to have the floor plan. We will submit another. Action: Rick

**Spending Authority Limits** – Tabled until next meeting

**Registration Desk Job** – Four people were interested, we hired Anastasia. We will re-invited her to come. Her hours are 7:30 – 10:30 pm. Someone needs to be at the desk until the dance is over since we now need waivers signed. We are proposing that we have another paid person 9:30 – midnight. Linda will ask Anastasia if she is interested. Action: Linda

**Executive Board Reports**

**President**

Teachers

* John Kirkconnell – January dance
* Jen & Alpha possibly March dance

Socan – did research for upcoming billing.

Insurance should be complete by next week.

* Insurance waiver criteria everyone must sign their membership forms. Guests and beginners will sign our usual forms with the waiver on it. It must be their signature not initials.

Spoke to present of Cleveland dance club. Michael is networking and is now part of a U.S. informal chat group.

**Vice-President**

* Updated website – with all our sponsors including their links.
* Will submit a dedicated sponsor page.

**Treasurer**

Report was submitted

**Secretary Report**

* Revised Membership list
* Purchased gifts for Sheila & Jason
* Handbills for January
* Printed Forms
* Trained new registration desk staff person

**December Dance**

* Attendance: Beginners – 11, Lesson – 59, Dance – 146
* Sheila acquired 40 prizes. Instead of the Province Empty Stocking fund we donated to the Sock Drive. Members donated lots of articles.
* New Reg desk staff worked well.
* A number of people liked the earlier time.
* Shoe Swap went well.
* Note: Someone should always man the food desk for future potlucks.

**Motion:** By Wyatt, second Kathy. Give Tom Hickey & Maryann Newmeyer each a 2018 membership in lieu of the December dance door prize since they drew their own donated prize. Carried unanimously

**January Dance**

Announce AGM in February.

**Rules & Regs**

Kathy will integrate some suggestions/comments and have the document ready for next meeting. Action: Kathy

**Nominating Committee**

Past board members have submitted their nomination forms.

Posters will be done again for nominated candidates at the January dance.

 Action: Kathy

**AGM Committee**

Wyatt will begin in January to collect all the necessary documents.

Contact Confederation Park to book: big room 9:00 pm - midnight and small room 7:00 – 9:00 pm. Set up theatre style with front desk for meeting (small room).

 Action: Linda

**Decisions by Email**

We decided via a board email to use Sheila’s idea to ask for donations to the Sock Drive instead of The Province Empty Stocking Fund.

**New Business**

**Cruelty Free Cartoons -** Mark will give us a discount at $600/night. If we have a sponsor he will put their logo on the drawings. If we acquire a sponsor we are will consider having him for a special event possibly the summer barbeque.

**SwingCouver Sponsorship**

**Motion**: Moved by Rick, second by Wanda. We sponsor the new comer division at SwingCouver for $300.00. Carried Unanimously

**Syllabus**

In past years there was a syllabus of about six to eight moves.

We will stick with the spirit of the moves focusing on topics that the Dance Director will impart to the teachers when they are booked.

To offer flexibility we will not be pre-booking dance instructors for the calendar year.

**Insurance** – For 2018 our insurance includes an illegal substance waiver.

**Socan -** Socan costs will be increasing to reflect our capacity.

**Survey**

Rick has created a draft. New questions about the summer bbq, summer dance, dance start times, special event category, music, more dances, sponsorships i.e. SwingCouver, Flash Mob. Rick will send the board a draft when complete. Action: Rick

**Newsletter**

* Nominations
* AGM
* Renew membership
* Waivers – new policy

Adjourned: 9:03 pm

**Next Meeting**: January 25, 2018