



BCSDC Meeting Minutes

BCSDC Board of Directors Meeting

DATE: February 18, 2019, 7:09

LOCATION: Amanda Brubaker's

PRESENT DIRECTORS: Amanda Brubaker, Wyatt Ritchie, Anne Brožensky, Ella Young, Rick Gillespie, Vickie Langford, Veronica Wisniewski, Crystal McLeod, Edoh Amiran.

ABSENT DIRECTORS: None.

GUESTS: Michael Shibasaki, Evelyn Wu.

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1. Call meeting to order: 7:08
 2. Appointment of Chairperson: Amanda
 3. Adoption of Agenda: Adopted
 4. Adoption of previous minutes: Moved by Veronica, seconded by Vickie. Adopted, with slight modifications
 5. Review of Action Items from Previous Minutes:

Automating the Front Desk

- Automatic upload to the drive after each dance.

Action: Wyatt

Free Memberships for beginner dancers

Amanda has the cards.

We have list of instructors who will receive cards. Amanda will draft a letter explaining the process and will distribute the cards.

Action: Amanda

Incident Report



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Ella drafted an incident report in case of accidents at our events or dances to have for the record. The template has been uploaded to the directors' drive. Ella will print out a few forms to add to our forms at the next dance.

Action: Ella

2018 Feedback Survey

Survey period completed and results available any time. Edoh to prepare a summary for the newsletters, and share the survey results on the directors drive.

Action: Edoh

Community Practice

There is a call in the community for having a practice space. Amanda to ask dance express for a quote on how much it would cost for practice hours.

Action: Amanda

6. Executive/Board Reports:

a. President's report

- Bank arrangements are being made for signatures by the new board. The club has been listed in the provisional directory of societies.
- Approached by members of the dance community with suggestions or items for discussion regarding the club's activities.

b. Vice President's report

- i. Working with Evelyn to obtain emergency checks.



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- c. Treasurer's report
 - i. Working with the bank to obtain emergency checks.
 - ii. Financial report for February was distributed.
- d. Secretary's report
 - Nothing new to report. (Minutes as above.)

7. Dance Review

- a. December Dance Review
 - i. No lessons (AGM)
 - ii. 111 for the dance
 - iii. General Discussion
 - People said nice things about the dance.
 - Approval of the music was noted.
 - Water fountain seems to be working.
 - A member reported being asked out on a date by another member. The member who approached the board was told to use the board for support as needed.
 - The earlier time is working well.
- b. Upcoming teachers:
 - i. March – David and Claudia for the intermediate lesson. Zoltan or Celina for the beginners' lesson.
 - ii. April – Pam Podmoroff for the intermediate lesson. Celina for the beginners' lesson.

8. Review decisions made via email

Sponsorship of prizes for the Newcomer division at SwingCouver. 300 dollars were approved. **Action:** Rick will follow up on delivering the awards.



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9. Committee Updates

None.

10. New Business

- a. Payment for instructors for the beginners' lessons. **Moved:** The club will pay 30 dollars for a lesson lasting at least an hour, and allow the instructors to advertise their classes. Motion by Rick, seconded by Wyatt. Passed unanimously.
- b. Summer BBQ date and venue / Picnic Committee: Edoh, Vickie, Anne.
Action: Edoh for reservation, Vickie for pizza and other supplies.
- c. May workshop committee: Wyatt, Ella, Vickie, Veronica.
- d. Survey results overview and accessing survey results.
- e. Coordinator opportunities: Flyers on the website - Edoh. Instructors - Rick. Flyers - Crystal. Newsletter - Amanda. Volunteer coordinator - Veronica. Contact with Confederation Centre - Amanda.
- f. Goals for year: More dances this year. Mid-week venue for social WCS.
- g. Holding dances in Abbotsford / collaboration with Lindy dancers: Crystal. Will start investigating venues.
- h. Accounting software. **Motion** to buy Sage 50, moved by Vickie, seconded by Veronica. Carried unanimously.
- i. Delegation of Vice President's signing authority. Delegated to Rick - **moved** by Vickie seconded by Crystal. Approved unanimously.
- j. Mailbox keys. Have 3 copies. Location is Gilmore and Hastings. Will be held by Amanda, Ella, and Vickie.

11. Items for next newsletter(s)

- a. March dance
- b. Thank you to AGM attendees
- c. Introduce new Board
- d. Call for volunteers
- e. Link to survey highlights on the website



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- f. All dance dates for 2019

12. Items to keep in mind

- a. What to do with yearly profit
 - i. Practice places for club members could be paid for
 - Could have people come in and teach or lead the practice
 - ii. Free dance, possibly the summer dance?
 - iii. Buy tables at events?

13. Next Meeting(s)

Monday, 11 of March, 2019, at Amanda's.

14. Motion to Adjourn

Rick, seconded by Veronica. 9:16 p.m.