

DATE: February 19, 2021, 7PM

LOCATION: Virtually, Via Zoom Webinar

- 1. Call meeting to order:**
- 2. Introduction of AGM Chairperson: Rick Gillespie, President of the BC Swing Dance Club**
- 3. Confirmation of members in good standing attending the AGM:**
- 4. Quorum Determination - From the BCSDC bylaws: "The quorum for the transaction of business at a General Meeting is 15% of the members in good standing, or a minimum of 20 people, whichever is greater."**
- 5. Adoption of Agenda:**
- 6. Official Introduction of the Board**
- 7. Adoption of 2021 AGM minutes:**
- 8. President's Report**
- 9. Treasurer's Report**
- 10. Election of New Board of Directors**
 - a. President**
 - b. Vice-President**
 - c. Treasurer**
 - d. Secretary**
 - e. Directors**
- 11. Old Business**
 - Return to dance discussion
- 12. New Business**

13. Next Meeting(s)

14. Motion to Adjourn:

DATE: April 17, 2021

LOCATION: Virtually, Via Zoom

PRESENT DIRECTORS: Crystal MacLeod, Wyatt Ritchie, Amanda Brubaker, Jenessa DeYoung, Rick Gillespie, Anne Brozensky, Nela Subrtova, Vickie Langford, Wanda Roberts (all present)

1. Call meeting to order:

7:05PM

2. Introduction of AGM Chairperson: Amanda Brubaker

3. Confirmation of members in good standing attending the AGM:

All members in good standing who are attending the meeting

4. Quorum Determination - "The quorum for the transaction of business at a General Meeting is 15% of the members in good standing, or a minimum of 20 people, whichever is greater."

26 members to start the meeting

5. Adoption of Agenda:

Graham Percival motioned to adopt, seconded by Rick Gillespie

6. Official Introduction of the Board

7. Official Adoption of 2020 AGM minutes:

Motion by Vickie Langford, seconded by Frederica Panon

8. President's Report

See AGM package for report

9. Treasurer's Report

See AGM package for report

Motion to adopt the financials: Motion by Nela Subrtova, Graham Percival
Seconded it, motion passed

Motion to adopt the budget for 2021: Motion by Crystal MacLeod, Seconded by Frederica Panon, motion passed

10. Election of New Board of Directors

a. President

JAMES Atwill - Decline

Rick Gillespie - Accepted

Nela Subrtova - Decline

Rick Gillespie was elected by acclamation

b. Vice-President

Nela Subrtova - Accepted

Nela Subrtova was elected vice president by acclamation

c. Treasurer

Amanda Brubaker - Accepted

Michael Shibasaki - Declined

Amanda Brubaker was elected treasurer by acclamation

d. Secretary

Wyatt Ritchie - Accepted

Nick Smith - Declined

Anne Brozensky - Decline

Vickie Langford - Decline

Wyatt Ritchie was elected secretary by acclamation

e. Directors

Anne Brozensky - Accepted

Vickie Langford - Accepted

Bob Gebbie - Accepted

Karol Kikel - Accepted

Gina Botelho - Accepted

Jenessa DeYoung - Accepted

JAMES Atwill - Declined

Phil Daum - Declined

Anne, Vickie, Karol, Bob, Jenessa were elected by majority vote

11. Old Business

No old business to carry

12. New Business

1. Return to dance discussion
 - a. Proof of vaccinations dances are starting in the States
 - b. Would this be legally allowed in BC?
 - c. Outdoor dances would perhaps be an opportunity
 - d. Perhaps the club could facilitate dance partners, but liability could become a problem
2. Virtual events
 - a. The club saw a huge offering from international instruction and tried to offer some "different" classes (cross-training, etc) from local instructors
3. Discussion on where to find music

13. Next Meeting(s)

- a. February 2022

14. Motion to Adjourn:

Motioned by Graham Percival, Seconded by Karol Kikel



2022 President's Report

Dear BCSDC Members:

Welcome to the BC Swing Dance Club 2022 Annual General Meeting. I would like to thank everyone for attending tonight's meeting; I know how hard it is to stay engaged with the dance community as the pandemic stretches on, so I really appreciate that you have chosen to join us.

If it seems hard to believe it has been a whole year since our last AGM, that's because it hasn't. In 2021, the Board of Directors chose to delay the AGM to April, as allowed by the Club's bylaws, in the vain hope that the pandemic would have improved to the point where we could meet in person. This year we have chosen to return to our usual cadence of holding the AGM in February with an online meeting.

Early in the summer of 2021 we held a "WCS Tune Up" series of four online workshops to help people get their "dance legs" back under them before social dancing resumed. We had high hopes that the Provincial Health Orders would allow us back on the dance floor in the fall but the emergence of the Delta variant in the summer put an end to those plans. Many thanks to our instructors Gabriel Shaw, Henry Hwi, Bob Gebbie, and Amy Shibasaki.

We *were* able to hold a modified version of the annual summer picnic at John Hendry Park in August. City regulations did not allow us to have shared food like pizza so, instead, we supplied individually packaged "sides" (chips, cookies) and beverages, and asked people to bring their own "main" dish. About 30 people attended, and it was so nice to see people face to face again!

I'd like to offer thanks to the current members of the Board of Directors:

- Vice-President Nela Subrtova. Nela is leaving the Board after 2 years of service. She has spearheaded a redesign of our Club website, and has offered to continue to work on it after she leaves the Board.
- Treasurer Amanda Brubaker. Amanda has served on the Board for 4 years, serving as VP, President, and Treasurer. She is running again for Treasurer.
- Secretary Wyatt Ritchie. Wyatt is our longest serving Board member at 6 years of service as VP, President, and Secretary. We are happy that he has chosen to run for a 7th year.
- Director Vickie Langford. Vickie joined the Board the same year that I did and has been the Club's "Keeper of the Crap" for the past 5 years. She stores all the Club's supplies that we use to run our dances and parties. She is returning to run for Vice President.
- Director Jenessa DeYoung. Jenessa has served 2 years as a Director at Large. She is running for Secretary tonight.
- Director Anne Brozensky. Anne is leaving the Board after 3 years of service as Treasurer and Director At Large. Anne also served as our liaison with Confederation Centre, and helped organize our summer picnics
- Director Karol Plumley. Karol is leaving after 1 year as a Director at Large. Karol headed up our Health and Wellness/Return to the Dance Floor committee for the past year.



2022 President's Report

- Director Bob Gebbie. Bob is leaving us after 1 year as a Director at Large. Bob was responsible for helping to organize our "WCS Tune Up" series of workshops last summer.

In the summer of 2021, a collaboration of WCS community leaders across BC combined to survey the dancers in the province to gauge interest in the reopening of the WCS dance scene. Over 200 people participated, and the key takeaways were that

1. most people wanted a slow and cautious reopening,
2. dancers overwhelmingly supported requiring vaccinations to participate.

Our guiding principle in our planning for a return to in-person dance activities: we would not return to the dance floor until the Health Authorities deem it safe to do so. As of February 16, indoor dancing has been approved with continued use of vaccine passports and masking, and the next Board of Directors will take the appropriate steps to get us back on the dance floor.

After more than 2 years away from the dance floor we expect people to be measured and cautious in their return. With that in mind, we will not jump straight into holding our usual 3 hour monthly social dances but will gradually return, starting with some workshop nights. Our first will be a solo movement workshop with Amy Shibasaki scheduled for Friday March 18 at Confederation Centre. We will announce more details soon.

Thank you,
Rick Gillespie
President
British Columbia Swing Dance Club



2022 Treasurer's Report

Dear members,

In 2021 the Club held no in-person classes and four virtual workshops as a consequence of the ongoing pandemic. Here is an overview of our financial results for 2021.

Balance Sheet

At the end of 2021 our cash balance between the bank, float, cash from pre-pandemic Victoria dances, and Paypal was just over \$13,000. This is slightly less than 2020 due to some outstanding reimbursements that have yet to be made. Prepaid 2022 expenses consist of insurance and some annual website expenses.

In the liabilities section you can see we have \$2,501 in pending reimbursements for insurance as well as Zoom fees and picnic costs. These are yet to be paid because the Club reimburses board expenses via cheque and the Board has not met in person since the expenses were accrued.

You will see in the equity section that our loss for the year is \$3,119 as we held very few events in 2021. More on that below.

Revenue

As in 2021, existing memberships were automatically rolled forward to 2022, and therefore there were no renewal fees this year. However, three new members joined as a result of our WCS Tune Up virtual workshops, resulting in \$45 in membership income. We also had \$5 of income remaining after expenses from the workshops. As mentioned in the President's Report, we had anticipated holding additional workshops in the fall of 2021, however new COVID variants and ongoing restrictions prevented us from doing so.

Expenses

Our largest expense by far is insurance, though thankfully after the large increase in 2020 it has not increased further. Our insurance is necessary for in-person and virtual events, and considering the plans we had for 2021, insurance renewal was necessary. Administrative expenses mostly consist of Zoom fees, the Club's mailbox rental, and supplies for the summer picnic. In the Special Events section further down the page you will see that donation revenue from those workshops was \$218, which covered fees paid to instructors.

Prior to the pandemic, regular dances generated enough revenue to soften the blow of some of our larger fixed annual costs, which are those that do not change with the number of dances we hold (i.e., insurance and mailbox rental). However with no opportunity for regular dances we had a large loss of over \$3,000. With restrictions easing we are hoping to hold in-person dances again soon.

2022 Budget

The budget is presented in the first column of the income statement, and as long as the current restrictions remain in place or are eased further, we will be having dances this year! However due to uncertainty around the number of dances we will be able to have and how many people feel safe attending, we have had to use some rough figures for many of these items.

As memberships have been rolled forward for the past two years, we only expect a trivial amount of revenue from new membership. We will still receive revenue from the usual class and dance fees. We plan on continuing the 50/50 draw when regular dances resume, which will bring in a small amount of revenue.

As usual our largest yearly expenses will be venue rental and DJ costs, which are variable in that they will increase or decrease based on the number of dances that are held.

Administrative expenses will generally be in line with the previous year. We expect the summer picnic/bbq to be larger, and we plan to continue our long-standing sponsorship of the Newcomer Jack & Jill division at Swingcouver, scheduled for January 2023.

Near the bottom of the page you will see our budgets for special events:

- Workshops: as mentioned in the President's Report, we plan on holding some workshops to ease us all back into dancing. These will be shorter in duration so our venue costs will be much lower than a regular dance night.
- Summer dance: as usual our main challenge for the summer dance is finding a suitable and affordable venue but the goal for the summer dance is always to break even.
- Swingcouver table seats: in January 2020 we purchased two tables and sold seats to members at a slight discount. We plan to do so again for Swingcouver 2023 and will attempt to negotiate a lower price per table. At this time we can only use the 2020 price as a guide.

We project that members will attend workshops and dances as they feel comfortable, which may cause lower attendance than what was "normal" prior to the pandemic. This has caused a projected loss for 2022 but still leaves the club in a good financial state heading forward.

Thank you,
Amanda Brubaker
Treasurer
British Columbia Swing Dance Club

British Columbia Swing Dance Club



Balance Sheet as at December 31, 2021

ASSETS

Current Assets	2021	2020	2019
Cash	\$ 11,655	\$ 12,823	\$ 14,470
Cash held in PayPal	\$ 1,460	\$ 1,212	\$ 465
Prepaid Expenses	\$ 2,352	\$ 2,050	\$ 3,783
Total Current Assets	\$ 15,468	\$ 16,086	\$ 18,718
TOTAL ASSETS	\$ 15,468	\$ 16,086	\$ 18,718

LIABILITIES

Current Liabilities

Unearned Revenue	\$ -	\$ -	\$ 735
Pending Reimbursements	\$ 2,501	\$ -	\$ -
Total Current Liabilities	\$ 2,501	\$ -	\$ 735
TOTAL LIABILITIES	\$ 2,501	\$ -	\$ 735

Equity

Current Income	\$ (3,119)	\$ (1,897)	\$ 611
Retained Surplus	\$ 16,086	\$ 17,983	\$ 17,372
TOTAL EQUITY	\$ 12,967	\$ 16,086	\$ 17,983
LIABILITIES AND EQUITY	\$ 15,468	\$ 16,086	\$ 18,718

British Columbia Swing Dance Club

2021 Income Statement with Comparatives and 2022 Budget



REVENUE	2022 Budget	2021 Actual	2020 Actual	2019 Actual
Dance revenue	\$ 7,000	\$ -	\$ 2,445	\$ 13,569
Membership revenue	\$ 150	\$ 45	\$ 400	\$ 2,310
Total dance and membership revenue	\$ 7,150	\$ 45	\$ 2,845	\$ 15,879
50/50 draw	\$ 500	\$ -	\$ -	\$ 574
Interest income	\$ -	\$ -	\$ 7	\$ 15
Other income - Victoria contribution	\$ -	\$ -	\$ 410	\$ -
Net revenue - Virtual events	\$ -	\$ 5	\$ -	\$ -
Net revenue - Workshops	\$ 140	\$ -	\$ -	\$ 8
TOTAL REVENUE	\$ 7,790	\$ 50	\$ 3,262	\$ 16,476
EXPENSES				
Production expenses				
Dance expenses	\$ 350	\$ -	\$ 107	\$ 557
Hall rental	\$ 4,200	\$ -	\$ 1,185	\$ 6,168
DJ	\$ 2,275	\$ -	\$ 600	\$ 3,200
Instructors	\$ 1,000	\$ -	\$ 155	\$ 1,728
Insurance	\$ 2,050	\$ 2,050	\$ 2,050	\$ 1,600
Total Production expenses	\$ 9,875	\$ 2,050	\$ 4,097	\$ 13,253
Administrative expenses				
Advertising/promotions	\$ 100	\$ 34	\$ 79	\$ 280
Meeting expenses	\$ 300	\$ 306	\$ 300	\$ 329
Office supplies & sundry	\$ 100	\$ 302	\$ 10	\$ 238
Picnic	\$ 500	\$ 316	\$ -	\$ 581
Software, website	\$ 250	\$ 162	\$ 256	\$ 148
Sponsorship	\$ 300	\$ -	\$ 300	\$ 300
Net cost - Victoria chapter	\$ -	\$ -	\$ 26	\$ -
Net cost - Virtual events	\$ -	\$ -	\$ 92	\$ -
Net cost - Workshops	\$ -	\$ -	\$ -	\$ -
Net cost - Summer dance	\$ -	\$ -	\$ -	\$ 190
Net cost - SwingCouver tables	\$ 580	\$ -	\$ -	\$ 546
Total administrative expenses	\$ 2,130	\$ 1,120	\$ 1,062	\$ 2,612
TOTAL EXPENSES	\$ 12,005	\$ 3,170	\$ 5,159	\$ 15,865
NET INCOME	\$ (4,215)	\$ (3,119)	\$ (1,897)	\$ 611
Victoria Chapter				
Dance revenue	\$ -	\$ -	\$ 1,550	\$ 7,786
Dance expenses	\$ -	\$ -	\$ 1,576	\$ 5,934
Net revenue (cost) to club	\$ -	\$ -	\$ (26)	\$ 1,852
SPECIAL EVENTS				
Virtual event donations	\$ -	\$ 218	\$ 611	\$ -
Virtual event expenses	\$ -	\$ 213	\$ 703	\$ -
Net revenue (cost) to club	\$ -	\$ 5	\$ (92)	\$ -
Workshop income	\$ 600	\$ -	\$ -	\$ 2,370
Workshop expenses	\$ 460	\$ -	\$ -	\$ 2,362
Net revenue (cost) to club	\$ 140	\$ -	\$ -	\$ 8
Summer dance income	\$ 1,000	\$ -	\$ -	\$ 790
Summer dance expenses	\$ 1,000	\$ -	\$ -	\$ 980
Net revenue (cost) to club	\$ -	\$ -	\$ -	\$ (190)
Swingcouver table seat income	\$ 3,420	\$ -	\$ -	\$ 3,420
Swingcouver table seat expenses	\$ 4,000	\$ -	\$ -	\$ 3,966
Net revenue (cost) to club	\$ (580)	\$ -	\$ -	\$ (546)