



BCSDC Board of Directors Minutes

DATE: April 26, 2022, 7-9 pm

LOCATION: Via Zoom

PRESENT DIRECTORS: Rick Gillespie, Wyatt Ritchie, Amanda Brubaker, James Atwill, Crystal MacLeod, Vickie Langford, Georgina Daniels

APOLOGIES: Jenessa DeYoung, Kate Fujii

ABSENT:

1. Call meeting to order
2. Appointment of Chairperson
3. Adoption of Agenda
4. Adoption of previous minutes
5. Review of Action Items from Previous Minutes

Actions items are as follows

Action	Status
Free membership cards/ letters to instructors - Amanda	Closed
All-Star letter - Amanda	Closed
Database not updating dance stats - Wyatt	Closed
Explore website update & present to board - ?Nela?	JAMES will meet with Nela to go over ideas by next meeting
Sourcing new printer for flyers - Crystal	See item below
Old tech disposal - Rick	On hold
Review/update waiver - Amanda	Pending
New survey - Amanda and Georgina	Pending
Transfer Signing Authority - Amanda, Vickie	Complete
Transfer Paypal funds - Amanda	Not transfered



BCSDC Board of Directors Minutes

6. Review decisions made via email
 - a. None
7. Executive/Board reports
 - a. President
 - i. Talking with Confederation Centre, next dance is May 13th, not sure whether the custodian will stay until 11PM. When talking to the custodian, didn't say he wouldn't.
 - ii. Saturday dances will be optional in June
 - iii. Feedback from members says that pre-registration for beginner class not clear
 - b. Vice President
 - i. Nothing to report
 - c. Treasurer
 - i. Card payments are working, can accept credit/debit cards at dances now
 - ii. Transfer to account happens automatically after a few days
 - iii. Hoping to transfer all registration to Square, is looking into logistics. Facilitates tracking of finances through the night.
 - iv. App is available for tablet or phone, not laptop
 - d. Secretary
 - i. Absent
8. Communication between roles
 - a. See diagram at end of agenda. Discussion on roles
 - i. Rick to talk to Jenessa regarding writing "blurb" and adding to secretary's responsibilities
9. Dance/Workshop review
 - a. April 22
 - i. Attendance
 - 28 pre-registered + 25 at the door + 6 Board members
 - 13 in beginner lesson
 - 32 in intermediate lesson (41 paid)
 - James moved the pre-registration link to the top of the website for visibility
 - ii. Financials



BCSDC Board of Directors Minutes

- 7 new memberships
- iii. Discussion
 - Michael filled in for Henry
 - Timing of announcements
 - a. James noted that an exodus happens after the announcements, suggests moving the announcements a little later
 - b. Board will try earlier announcements and see what happens
 - i. Announcements at 8:30 next dance.
 - No mixer
 - a. Noted that most people were already dancing, so no need
 - b. Will observe the crowd at the next dance and see whether a mixer is required. Some hesitation about people not comfortable dancing with everyone yet
 - No lamps, tablecloths
 - a. Not many comments, a few positive
 - b. Vickie to give Rick tablecloths to dance
 - i. It is now the president's role to bring tablecloths to the dance
 - Name tags
 - a. Board thought they were good, will bring back to next dance
 - Tear down
 - a. Tear down was efficient, finished in 5 minutes
 - Sound system
 - a. Feedback was mixed. James found it hard to gauge volume
 - b. Speakers were more evenly distributed
 - c. Tear down takes less time
 - d. Save money on rental costs
 - e. Good feedback on music
 - Some good feedback from people, Rick received appreciative emails
 - Front desk seemed crowded, recommend less people working on the desk

10. Future dances

- a. Events:
 - i. May dance
 - May 13 (6:15-1(0/1):00 rental, plus 15 minutes before and after)



BCSDC Board of Directors Minutes

- a. Setup at 6:00
 - b. To confirm if the dance ends at 10 or 11 after conversation with the Confederation Centre
- David and Claudia intermediate workshop ""The Easy One" - ways to emphasize count 1 in the music, those unexpected variations that make the dance so fun (7-8)
- Henry beginner lesson
- Dance (8-10 or 11)
 - a. DJ
 - i. JAMES is talking with Alia and Chris to split DJ duties
- Vaccine passports, masks?
 - a. 2 negative emails in April
 - i. "... I won't be attending any BC Swing events until your organization mandates that ALL dancers are welcome."
 - ii. "If you still require me to show a vaccine passport you can go <expletive> yourselves and take me off your email list."
 - b. Board to continue with masks and passports until end of June dance, then re-evaluate until September
 - c. Feedback from community seems to be in favor of continuing masks, as evidenced by a survey from Dave and Claudia
- Alternate payment options
 - a. Pre-registration
 - b. Credit/debit cards at the door
- ii. June
 - Confed is reopening on weekends in June; Sandy is confirming with the (new) supervisor about how late we rent
 - June 17/18 to be confirmed
- iii. July and August dances
 - Discussion on attendance.
 - Board will do a summer dance mid-July

11. Survey

- a. Survey is drafted, reviewed by Crystal and Georgina
- b. Trying to keep it to as few questions as possible, keeping it to things we only need to know
- c. Discussion on questions



BCSDC Board of Directors Minutes

12. Flyers

- a. Board will try printing out a QR code to direct members to the latest news on the website

13. Extra dances/new venues

- a. Considerations
 - i. Cost
 - ii. Hours
 - iii. Lesson
 - iv. Music
- b. Crystal noted that some dancers may be interested in the Fraser Valley, will get more information
- c. Canadian Legion (Commercial and 6th)

14. Website update

- a. See above

15. New business

- a. Paypal
 - i. Motion: That Amanda withdraws the entire balance of funds from the BCSDC's PayPal account and deposits the funds into the BCSDC's bank account. BCSDC will then close their account. Vickie seconds.
 - ii. Votes: Unanimous
- b. Summer picnic
 - i. August 27th, booked at John Hendry Park, from 4PM - 9:30PM

16. Items for next newsletter

- a. April dance recap
- b. May dance
- c. Survey
- d. Save the date for summer picnic: August 27th. John Hendry park at Trout Lake

17. Adjourn

- a. Motioned by Wyatt, seconded by JAMES

BCSDC Board of Directors Minutes

