

**EOSARDA – COUNCIL OF DANCERS
MINUTES OF MEETING HELD APRIL 21ST. 2013 – PRESCOTT**

In attendance:

Acey Deuceys	Don Moger
Adams Aces	Bruce Warner, Linda Warner*
Bay Waves	Mary Anne Reinhard
Charmin Promenaders	Wendy VanderMeulen
Capital Steppers	Peter Courdin, Karen Remy
Capital Carousels	Gavin Currie*, Ziggy Segstro
Got Lines	Dave Western*
Harbour Lites	Gerald Casselman, Marlene Casselman, Regina Gerhard
Grenville Gremlins	Shelley Doucet
Lockits	Geoff Clarke
Meri Squares	Barbara Englehart, Ann Daveland
Mississippi Squares	Helgi Goodman, Bill Ableson
Riverside Gygsy Squares	Harold Moore, Marion Moore
Round Tuit Dancers	James Sawtell, Gerry Sawtell
Rhapsody Rounds	Chuck Langtry*, Billie Langtry *
Sunshine Squares	Ian Cuthill, Pam Cuthill
Swingin B's	Joan Goudreau, Helen MacCallum
Swingin Saints	Dorothy Tweed
Swinging Swallows	Bill Shields
Trackers	Mary Anne Reinhard, Pierre Reinhard

EOSARDA BOARD MEMBERS: Roger Frappier, Nancy Morgan, Lauraine Smith and the above identified with an *.

1. President David Western called the meeting to order at 13 h 34.
2. Registrar Linda Warner confirmed that we had a **quorum** with 20 clubs represented.

3. President's Opening Remarks - Dave Western

Good afternoon and welcome to the April 2013 Council of Dancers and EOSARDA's Annual General Meeting for 2013. If any of you have not yet signed in, would you please do so now and if you are representing a club, please make sure that the name of the club is clearly indicated. (PRINT legibly please, Roger has to try and read it

later.)

If you don't have one, copies of the agenda are available on the back table.

To enable this Council to make decisions and to elect a new Board, a quorum of 25% of Member Clubs is required. We currently have 35 clubs registered as Members of EOSARDA, so a quorum is 9 clubs. Madame Registrar, can you confirm that we have enough Member clubs present to allow us to continue?

Linda Warner; "There is a quorum present."

That being the case, I call this meeting to order.

Before we begin Nancy Morgan, Chair of your Club Liaison Committee has a few words to say.

[Nancy] Thank you Nancy.

Under the Constitution and by-laws, any registered dancer may attend and speak at this meeting, but only Club Representatives have a vote. Each registered club may have up to 2 representatives both of whom may vote on any issue before the Council. But no individual Club Rep may vote more than once on any issue. Directors cannot vote unless they are also Club Reps. The Board is bound by any decision or direction issued by this Council.

When addressing Council, please keep in mind that, no matter how bad your reputation may be, you are not necessarily known to everyone in the hall. The Secretary in particular needs to know who you are and what club you represent. That way he knows who to blame when making up the Minutes and also who to contact if there are any questions about what was said. So when addressing the meeting for the first time today, please clearly state your name and club affiliation before contributing to the discussion.

Those of you with prepared texts are asked to submit them electronically to the Secretary as soon as possible after the meeting.

We will take a fifteen minute break around 2:45 at which time we will have tea/coffee and snacks provided by the Directors. Please resume your seats promptly at the end of the break.

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This afternoon, as you know, we will be electing a new Board of Directors to lead us forward into Dance Year 2013/14 - a very special year in our history because it will be **FESTIVAL YEAR!** This will be a year like most of us have ever never experienced. Not only will we have to do all the things that we always have to do in an ordinary dance year, but we will also be welcoming the world to our home next July.

Is your club ready?

Have you ensured that **ALL** of your dancers are registered to attend?

Has your club signed up to help out?

Whether you dance Rounds or Squares or both,

Whether you are a new dancer or a veteran of the dance wars,

Whether this will be your first or your 15th Convention,

It's time to put all doubts and hesitations behind us and climb on board the Festival train. This is your party. It has to succeed, it will succeed, make sure that you and all your dancers are a part of it.

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This afternoon, as I said before the commercial break, you will be electing a new Board of Directors for the coming dance year. I would like to thank the current Board for its hard work over the past 12 months. Much has been accomplished but much remains to be done. Hopefully the new Board will continue the work that we have begun.

Barbara Dennison, Andy Himberg-Larsen, Linda Warner, and Elizabeth and Peter Wollaston will not be standing for re-election. Judy and Paul Adams are also stepping down as OACA reps to the Board as their term of office as Chair of the OACA has ended. I would like to thank all the retiring Directors them for their service to the Association.

Of course, I would also like to thank those who are staying on. Without their dedication and hard work, this Association could not function.

The departure of so many experienced hands from your Board of Directors leaves an already short-handed Board critically short of members. Under the by-laws of your association, we are supposed to have 16 elected Directors plus 2 representatives from the OACA, two from the RDTA plus the Immediate Past President and his/her partner

for a total of 22 Directors.

For most of the current dance year, we have functions with a Board of only 15 Directors. Worse still, for most of the year one of our two principal components, the Round Dance community, has been unrepresented on the Board.

At the present time we have only 8 nominations for the new Board. (I understand that Bob Summers has been chosen by the Callers as their new Chair and EOSARDA Rep.) This is unacceptable. This state of affairs cannot continue!

If you want:

- \$ recruitment bursaries to be paid, we need you;
- \$ registrations to be processed, we need you;
- \$ dancer graduations to be recognized, we need you;
- \$ regional dances to take place, we need you;
- \$ insurance certificates to be issued, we need you;
- \$ up-to-date information on a new and better EOSARDA web site, we need you;
- \$ Council of Dancer meetings to be held, we need you;
- \$ club anniversaries to be recognized, we need you;
- \$ MailChimps to be sent out, we need you;
- \$ Broadcast messages to be sent, we need you.

We have to fill up the Board. We cannot continue to function without your help.

You do not have to be an accomplished A-2 or Phase VI dancer to serve on this Board, I certainly am not.

You do not need extensive dancing experience to serve on this Board.

You do not need to give up all your spare time to serve on this Board and

You do not need to give up your annual migration to warmer climes during the winter months, (at least not a 3 or 4 week long sojourn).

All you need is a love of Square and/or Round Dancing and a determination to work for the long-term survival of your favourite dancing activity.

We simply ask that you be prepared to attend most of the 8 monthly Board meetings and the two semi-annuals Council of Dancers and to work diligently on at least one of our five standing committees.

If you don't do it, who will?

4. Agenda was approved with the following addition: 8 D Capital Steppers and item D becomes item E.
5. Moved by Marion Moore and seconded by Ziggy Segstro that the minutes of the November 2012 meeting be approved as circulated.

6. Reports

6.1 Operations Committee

6.1.1 Financial Report - Bruce Warner

Details available upon request

6.1.2 Registrar's Report - Linda Warner

We have 35 registered clubs, 4 registered associations, 994 dancers/callers/leaders. Registration is still dribbling in. We have 2 new clubs: Napanee & Opeongo with possibly a third one in Russell in the Fall.

6.2 Publicity, Promotions and Publishing Committee

Report submitted by Barbara Dennison delivered by Helgi Goodman

Good afternoon everyone! It is my pleasure to visit the lovely town of Prescott for the last Council of Dancers Meeting for this dance season.

Let's review the publicity items over the past 8 months:

In September 2012 the clubs held incredible open houses. 140 new basic dancers joined clubs throughout EOSARDA. The clubs made a sincere effort to ensure that the new dancers were welcomed & having a super time. The Callers selected an array of great music & their teaching was superb.

The basic clubs did an outstanding job in recruiting these new dancers for the 2012-2013 dance season. The work this entailed is amazing. The clubs provided an atmosphere that was appealing to their open house visitors. The callers were exceptional. They entertained the visitors throughout the entire evening. The clubs

provided food either before or after their open house dances. Thank you all for a job well done.

Again, this year, many of the clubs held their annual special dances for all to enjoy. There was the Halfway Dance, the Alzheimer Benefit dance, Spring Thaw, the Bunny Hop & the St. Patrick's Day Dance. The music, the callers, the food & the friends you meet, make these dances a huge success.

Recently the Mississippi Squares decided to hold a "Friendship Dance". It was a super evening. The "Friendship" concept was brilliant. This dance provided this club with potential new recruits for next dance season and it also showed how far the new dancers, of this year, have come. There was an atmosphere of energy and optimism created by Caller Brian Crawford & the club in general. Everyone attending enjoyed this marvellous evening.

Swing into Spring is just around the corner.

May 10, 2013 is the Trail-In dance.

May 11, 2013 is the Sat. evening Dance

May 12, 2013 is the Mother's Day Dance

This special week-end has been well publicized. It will be a great time for all attendees. We hope to see you there.

We continue to keep all clubs informed through MailChimps, flyers, Facebook etc.. All of these endeavours are to keep everyone up to date. We wish you all a healthy and happy summer & we hope to see you on the dance floor!

Swing into Spring Report April 20, 2013

Current expenses estimated at \$8,751.52

Major components are:

Dance Leader fees: \$4,515 (7 Callers, 5 Cuers, 1 Line Dance instructor)

Facility \$1,100

Lunch and brunch \$1,700

Sales to date: \$4,960

Balance - \$3,791.72

Last year total income from all sources was \$5,510

This included

- Last minute purchases of Weekend and Saturday only passes
- Walk-ins at Open dances on Friday and Saturday evenings
- Walk-ins at Mothers' Day Dance

6.3 Dance Committee - Gavin Currie

Since the last Council Meeting, there has been one EOSARDA dance: Frosty Fling was held at Mother Teresa High School on Feb 2. The callers were John Charman and Brian Crawford and the cuers Jean & Don Clingin and Gerry & Jim Sawtell. Approximately 140 dancers attended the event and were treated to a lively evening of dancing. Numbers were up about 15% from the 120 who attended in 2012, an encouraging development. We identified 16 new dancers. The price was \$8 per person in advance and \$10 at the door. The dance made a profit of approximately \$300. Dancers contributed generously to share-the-wealth and three envelopes with \$40 in each were distributed. I would like to thank the Dance Committee and all those who helped to plan and run the event. A special thanks to Helgi and Sharen Goodman and Mississippi Squares for handling registration and share-the-wealth. Thanks also to all our cuers and callers for putting on such an entertaining program.

Fall Fest 2013 will be held on October 26 at Mother Teresa High School. The following leaders have agreed to participate: callers Tim Crawford (Burlington, ON) and Geoff Clarke; cuers David Goss & Ulla Figwer (Shrewsbury, MA) and Gerry & Jim Sawtell. The program is tentative at present, but we plan to have dancing in the afternoon from 2-4 pm and in the evening from 7-10 pm.

Frosty Fling 2014 will be held on February 1 at Mother Teresa High School. Callers will be Paul Adams and Bob Summers; and the cuers will be Jean & Don Clingin and Donna Stewart. We plan to dance from 7:30 to 10:00 with a program similar to last year but the details have still to be worked out.

I am still looking for clubs to help out with the desks for registration and share-the-wealth at these dances and I would appreciate your letting me know if your club can assist. There is no doubt that the dances run more smoothly when we have willing volunteers.

We are always happy to welcome additional dancers to the Dance Committee. If anyone here is interested, please speak to me or any member of the Dance Committee. Dance Committee members do not have to be members of the EOSARDA Executive.

6.4 Information Technology Committee

6.4.1 General

No report. Committee chair moved out of country.

6.4.2 Web Renewal Working Group

No report. Committee chair moved out of country.

Geoff Clarke mentioned that our Web Site is out of date and that it needs something more sophisticated.

Don Moger suggested we take a look at the BBS&RDA site to see if something similar would serve our purpose. It is easy to update periodically.

Moved by Wendy, seconded by Helgi that Dave approach Bob Summers so that the EODANCE.CA Web Site become the official EOSARDA Web Site.
Carried.

6.5 Club Liaison, Recognition and Awards Committee - Nancy Morgan

This report was presented at the opening of the meeting as Nancy had to miss the middle part of today's meeting because of other commitments.

Hello everyone. It's always wonderful to see you all here at the CoD. On with my report. What can I say?

MailChimp is doing a good job at advising clubs of the activities around EOSARDA.

New Dancers Subsidies have been reviewed and cheques have been sent.

Square Time has been printed, distributed and invoiced.

Recommendations for Awards, Anniversaries & Celebrations have been assessed and forwarded to the appropriate committee.

And graduations are in full swing.

This is a very brief account of the 5 subcommittees within the Club Liaison Committee since our last meeting. I could go into detail about boring statistics and the nitty gritty

of each committee, but what I would really like to share with you today is EOSARDA dire need for volunteers to help with those subcommittees.

In the new dance season on September, sadly we will be missing the talents of several people. Time seems to be so precious these days. Perhaps it's the most important thing in our lives. I read somewhere recently that attracting new volunteers is as simple as "Asking, informing and connecting people with their talent." It further explained that when people volunteer, they need to feel relevant and appreciated. It is this information that I make you aware of that:

EOSARDA is asking.

EOSARDA is informing you that we need people to volunteer
EOSARDA will connect you to your talent.

Thank you for listening to my report.

6.6 Ottawa Area Callers' Association (OACA)

No report.

6.7 Round Dance Teachers' Association (RDTA)

No report.

6.8 Festival 2014 - Wendy VanderMeulen

Festival 2014 has had an exciting few months lately:

1. Setting up online registration – a first for Canadian Conventions
2. An online registration special that resulted in over \$6,000 in new registrations ...
3. Which helped us get over the 500 mark!
4. An excellent Facebook campaign by our Advertising Chair, Nancy Morgan. I see the pictures she posts on all kinds of different square dance pages.
5. An excellent MailChimp campaign, keeping dancers all over the place (I'm not sure exactly where they all go, but they go to more people than just EOSARDA people!) informed of what's going on with Festival.
6. We have an excellent Cuer to help us put together a great program for our Round Dancers – Roy Gotta, from Maine, USA.
7. We've made good contact with the local Line Dance and Contra Dance communities about getting them involved in our Festival, and I'm hoping to have meetings with them in the next month or so.
8. We're real happy that several clubs in EOSARDA have taken up the challenge to host various fund raising events. Swinging B's started it with their Sail Into Summer dance last June, followed by the Gypsy Squares doing on in March this year, and I

understand that Trackers and Lockits did a \$100 draw as a fundraiser. Upcoming, the Swinging B's are hosting another Sail Into Summer on Sunday, June 9. The following weekend, on Saturday, June 15, the Meri Squares are hosting a "Dancing in the Park" in Lanark Village, which also includes a BBQ. Thanks folks!!!!

9. Look for Capital Survivor requirements to be posted on the website real soon. After sending out a lot of information by MailChimp – which we will continue to do – we are working on a paper newsletter that we hope to mail out in a month or so. How many of you know what an "After Party" is at a National Convention? It's simply an additional hour of dancing after the official dance program ends. We're looking for Clubs or Associations to host After Parties on Thursday and Friday nights of Festival. The thing about After Parties is that the host can choose which callers to call the dance and what level the dance is. Generally, Clubs/Associations use it to advertise an upcoming dance or Festival. Think about it.... it might be something you want to consider.

So, lots of things happening with Festival, and as time gets closer (do you realize that 15 months from today, it'll be HISTORY?!), there'll be a lot of things we can all do to make everything go more smoothly. Like..... you can all come out on Saturday, July 20, for a big dance at the OCC. This is our last Countdown to Festival 2014 dance and it's planned to be the biggest and best: two halls, Mainstream, Plus, A1, and Rounds. Wooden floors in both rooms. Multiple callers in both rooms. And, seeing as it's Saturday night, why not hang around town and visit a restaurant or pub afterwards and socialize with fellow dancers. Just like we'll do when Festival is actually here!

Respectfully submitted,

Wendy VanderMeulen

General Chairman, Festival 2014

6.9 SVRDA - Wendy VanderMeulen

SVRDA is very happy with the cooperation with EOSARDA on Sail into Spring (SIS). This year is heading towards a successful weekend.

Dave mentioned the following:

Last year total sales were \$5500.00

This year up to date presales total \$4960.00 and this is encouraging.

Cost is up this year and even if the use of the school is free, janitorial services are up and we forecast an expense of \$1200.00

Expected walk-ins for both the full weekend and the Mothers' Day Dance should help.

There is something for everyone at SIS including new dancers.

There will be no SIS in 2014 but there are already some plans for 2015 with 1 caller tentatively booked.

6.10 Ontario Square and Round Dance Federation - Peter Courdin

Ontario Federation Report:

1. Newsletter: The next Federation newsletter will be published later this summer, but in time to be included in the next edition of Square Time.
2. Ontario Memberships:
The total membership for Ontario this year as at March 31, 2013 is 3281 vs. 3495 for last year. An overall decrease of 214 or 6%.
3. Recruitment Grants: The Federation has approved recruitment bursaries as submitted by 2 EOSARDA clubs. Meri Square and Mississippi squares were each awarded bursaries of \$200.
4. Society Membership & Insurance for 2013: An update on the issue of Society Membership and Insurance for member is as follows. Since Society imposed deadlines and restrictions on registration became impossible to meet, the Ontario Federation, (in order to ensure Insurance was available for members on Jan. 1, 2013) obtained its own insurance for the calendar year 2013. Negotiations, which have been underway since last December to agree on how to forward Society dues less the cost of Insurance, are almost complete and funds should be forwarded shortly.
5. Society Special Committee on Membership & Insurance: The Federation President (Peter Courdin) has also joined a newly formed Society Special Committee to review the Society Policy and Procedures on Membership and Insurance.
6. The Annual General Meeting of the Ontario Federation will be held at Guelph University on May 3rd, 2013 at 4:00 pm. All dancers are welcome to attend.

7 Old Business

7.1 EOSARDA Procedures Manual.

Dave mentioned that when he was elected to the Board of Directors there was no history or record of how things were done or of any process at this level and he therefore pursued this project to remedy the situation.

The purpose of the manual is to provide the Board of Directors and club executives a tool to work with as well as a source of information on different subjects such as the registration process for example.

Eventually it is intended that a searchable version will be produced to facilitate its use. There are still some sections missing such as our Not for Profit status. This is meant to be dynamic document versus a static one as more information becomes available and as we evolve on our way of functioning.

Please make sure the members of your respective club executives know about it as future changes will be noted as the need arises.

7.2 Club and Dancer Insurance

- Last Fall registration deadlines were very tight.
- And Federation looked at other possibilities pertaining to insurance.
- The Canadian Association was notified of our concerns.
- At that time a list of all members from each club was required because of our status as not for profit organisation and it was very firm instructions were given on format.
- Ontario chose to go its own route on securing third party liability insurance for the 117 clubs in the province.
- It should be noted that there has never been a claim by a dancer.

See also: 6.10 Item 4 in Peter's report.

8 New Business

8.1 Financial reporting - Ziggy Segstro

The Procedural Manual in Chapters 4.3 and 5.2 state that:

“The Treasurer makes monthly reports to the Board and semi-annual reports to the Council of Dancers on progress of expenditures and revenues against the budget as well as statements of the overall financial status of the association”

It also states that “The Operating Budget, as approved by the Board, is then presented to the Council of Dancers for approval at its November meeting.”

In reviewing the minutes of the last two Council meetings I find that has not been the case. All that is reported, verbally, is a bank balance and the amount invested in GIC's. I suggest that as a minimum, the financial reports should be showing:

- The opening balance, which is the closing balance of the last report
- A listing of Receipts/Revenues since the last report.
- A listing of Expenses/Disbursements since the last report

These listings do not necessarily have to list every single item, but can readily be grouped into various categories, such as EOSARDA dances, publicity, etc.

- The closing balance, which becomes the opening balance of the next statement
At least at the final financial statement for the fiscal year, there should also be reconciliation with the bank statement.

This type of financial statement has also been referred to as a standard profit and loss statement.

This type of statement is also suggested in Roberts Rules of Order. In Roberts, the annual report is referred to the auditors and it is the auditor's report that is presented at the annual meeting.

I would like to see such financial reports attached to the minutes as attachments; I understand that there are concerns regarding "privacy". Personally I have no such concerns, so I suggest that the financial reports be distributed to clubs together with the agenda of the Council meetings.

Also, it is my understanding that the auditor's reports are presented at Council meetings. However, in reviewing the minutes of the last two meetings, I find no reference to these reports, i.e. that these reports have been submitted.

8.2 Elections of Board Members for 2013-2014

Moved by Gavin and seconded by Harold Moore that the following sitting board members who have indicated that they are willing to remain on the board be confirmed in their position as board members:

Gavin Currie	Roger Frappier	Billi Langtry
Chuck Langtry	Nancy Morgan	Loraine Smith
Bruce Warner	Dave Western	

The following members have volunteered their services for the new season:

Bill Ableson	Shelley Doucet	Barbara Englehart
Mary Anne Reinhard	Pierre Reinhard	

Thank you to all the outgoing members and welcome to all new members.

8.2 Elections of Federation Representatives

Karen Courdin	Peter Courdin	Billi Langtry	Chuck Langtry
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8.3 Capital Steppers Announcement

The club has ceased operations and funds will be transferred to EOSARDA on the understanding that the \$2700.00 be earmarked for the recruitment and development of new dancers.

8.4 Town Hall Meeting

Various announcements and reminders were made:

Swing Into Spring and Mothers' Day Dance in Prescott May 10-12

Sail Into Summer 2014 Fundraiser in Cornwall June 9

Various suggestions were made to Wendy concerning Festival 2014

Retiring from dancing: Daphne and Don Pearson

9. Meeting adjourned at 16 h 25.

Next meeting November 17th. in Ottawa.

Respectfully submitted,

Roger Frappier