

Minutes - EOSARDA Board of Directors Meeting - February 16, 2014

Date: Sunday, February 16, 2014
Time: 1:30 – 4:30
Place: Ground Floor Board Room,
Ottawa Citizen's Building,
Baxter Road, Ottawa

1. Call to Order/Attendance/Regrets/Resignation:

- 1.1. Call to Order: 1:30pm
- 1.2. **Attendance:** Dave Western (Chair), Gavin Currie (Dance Committee), Bob Summers (OACA), Barbara Englehart (Registrar), Nancy Morgan (Club Liaison), Chuck Langtry (Club Liaison), Billi Langtry (Club Liaison), Bruce Warner (Treasurer), Bill Ableson (IT).
- 1.3. **Regrets:** Pierre Reinhard (Club Liaison), Mary Anne Reinhard (Club Liaison), Roger Frappier
- 1.4. **Resignation:** Shelley Doucet resigned from the EOSARDA Board of Directors effective immediately for personal reasons. An email memo of acceptance was issued by Dave Western and reported to the other directors via email.

2. Approval of Minutes

- 2.1. Chuck Langtry made the motion to accept the minutes from the January Board Meeting held on January 19, 2014 - seconded by Bill Ableson. All present were in favour - **motion carried.**

3. **Opening Remarks** - Dave Western: I don't have much to say by way of opening remarks this month. By and large it seems that the dancing scene in our region is unfolding as it should. Lessons are being taught, dances are being held and meetings are continuing to happen, albeit with occasional absences as people take time to head for warmer climes. Frosty Fling took place as scheduled under very trying driving conditions. Gavin will give us a report on the results shortly, but I would like to say that it was a very good dance thanks to the hard work of the organizing committee. The new OFFICIAL EOSARDA web site seems to have been well received across the region, although not all its features are being fully utilized as yet. And now, when it seems like the year has only just begun, we are going to be talking about Graduation 2014 a little later this afternoon. Where does the time go? Planning for Festival 2014 continues on course and excitement about the event is building across the region. There have been - and will continue to be - a few bumps along the way, but generally speaking, things are looking good! So let's get down to business.

4. Reports

4.1. Operations Committee-Dave Western

4.1.1. Treasurer's Report-Bruce Warner:

4.1.2. Registrar's Report-Barbara Englehart: New Square Dancers-198; Returning Square Dancers-670; New Round Dancers-5; Returning Round Dancer-67; New Line Dancers-39; Returning Line Dancers-11; Total Dancers-985; Caller/Cuers-42; Total Membership-1027; Clubs to Date-34; Associations to Date-4

4.1.3. **Resignation:** Shelley Doucet resigned from the EOSARDA Board of Directors effective immediately for personal reasons. An email memo of acceptance was issued by Dave Western and reported to the other directors via email.

- 4.2. **Dance Committee-Gavin Currie:** The event was held at Mother Teresa High School on Feb 1. The callers were Paul Adams and Bob Summers and the cuers Gerry & Jim Sawtell and Donna Stewart. Approximately 100 dancers attended the event and were treated to a lively evening of dancing. Numbers were down significantly from last year in large part due to the winter storm which discouraged out-of-town dancers in particular. The price was \$8 per person in advance and \$10 at the door. The dance made a small profit. Dancers contributed generously to share-the-wealth and two envelopes with \$50 in each were distributed. I would like to thank the Dance Committee and all those who helped to plan and run the event. Special thanks to Nancy Morgan for preparing the poster to publicize the event; to Robert Read for organizing the purchase and distribution of tickets; to Billi & Chuck Langtry and Robert & Jean Read for organizing the refreshments; and to Bruce Warner for handling the financial aspects. A special thanks also to Bob and Gabriel Forsyth and their team from Village Squares who looked after the registration and share-the-wealth tables. Thanks also to all our cuers and callers for putting on such an entertaining program. **DISCUSSION:** Despite the low attendance at Frosty Fling, it was agreed that Frosty Fling 2015 should go ahead. The Dance Committee was encouraged to look into the possibility of holding the dance in the afternoon in order to make it easier for out-of-town dancers to attend.

4.3. P & P /Club Liaison Committee-Nancy Morgan:

4.3.1. **Awards, Anniversaries and Celebrations: Trillium Nominations:** We have received three Trillium nominations that will be reviewed by the Club Liaison Committee before being put before the EOSARDA

Board of Directors in March. If accepted at the Association level, they will then be forwarded to Federation prior to the April 15th deadline.

- 4.3.2. **Anniversary Celebrations:** Certificates of Celebration and Recognition have been prepared and signed for the following: Robert & Linda Harrison Special Recognition - March 15, 2014 (to be presented by Dave Western); Swingin' Saints 50th Anniversary - March 30, 2014 (to be presented by Chuck and Billi Langtry); Rusty Saunders Special Recognition - March 30, 2014 (to be presented by Chuck and Billi Langtry); Village Squares 40th Anniversary - April 12, 2014 (to be presented by Dave Western); William & Marian Maitland - April 12, 2014 (to be presented by Dave Western); Meri Squares 45th Anniversary - May 26, 2014 (to be presented by Dave Western); John Charman Recognition of Long Service to Calling - May 26, 2014 (to be presented by Dave Western).
- 4.3.3. **MailChimp:** Numerous MailChimps were sent out to advertise various dances with a steady 70% open rate. One dancer has unsubscribed and then oddly re-subscribed a few days later. Club Presidents continue to not open the mass mailings, thus the message does not reach their members. The committee will continue to try and rectify this issue.
- 4.3.4. **New Dancer Recruitment Subsidy:** No new requests for subsidies have been received.
- 4.3.5. **Graduations: (1)** The New Dancer Celebration Committee - Chuck and Billi have started the process by sending out all the necessary emails for Graduation 2014. They report that 16 clubs under EOSARDA have received notice that an EOSARDA representative might be available to attend their New Dancer Ceremonies if and when they reply indicating the event specifics. Out of the current 6 responses, 3 clubs are not planning a graduation and Seaway Square, Limestone Squares and Meri Squares have requested a representative at their ceremonies. **(2)** A request will be made to the Festival 2014 Committee to have a special coupon for the New Graduated Basic Dancers offering them a percentage off their registration fees.
- 4.3.6. **Square Time:** 259 copies of Square Time were printed by Jiffy Print and distributed by Gavin. Mary Anne will be issuing invoices shortly. Thank you to both for their contribution towards Square Time!
- 4.3.7. **External Publicity and Promotions:** A discussion is underway to design a glossy brochure to be distributed at Festival 2014 that will advertise the Square/Round/Line movement in Ottawa and the surrounding areas.
- 4.3.8. **New Committee Members:** A special request is being made to the EOSARDA Board of Directors to recruit new members specifically for the Club Liaison/External Publicity Committee.
- 4.4. **I.T. Committee-Bill Ableson:** The new eodance website is running successfully. Bob and I are working on two database initiatives: one for registration with the goal of getting as many clubs as possible to enter data online, and one for club information to allow for one point of entry for the data which can then be used to drive more flexible displays.
- 4.5. **OACA-Bob Summers:** The Business part of the meeting saw discussions and presentations on the following: ECMA - agreed that it's a good thing to review periodically and have published; Discussion: Dancers wanting to move up before they are ready; Richard Sharman talked about the effort in resurrecting the Date Squares club; David Currie discussed lessons learned while he was calling at the Kanata Squares for Graham Ingram. Workshop and discussions: Circle to a Line, Overflow on Trade the Wave; Wendy is holding weekly sessions in the summer for Basic dancers
- 4.6. **RDTA-(No rep):** The RDTA reported to Dave Western that the Trail-In Dance scheduled to be held on Wednesday, July 16 in the Glebe, has been cancelled in favour of the Festival 2014 Trail-In Dance being held at the OCC.
- 4.7. **Festival 2014-Dave Western:**
 - 4.7.1. **Things are coming together nicely for Festival 2014** - (1) The Festival web site reports that there are 708 dancers currently registered to attend Festival; (2) A tentative dance schedule has been posted on the Festival web site; (3) Registrations for the Vendors' Village are beginning to come in with 6 committed vendors and 9 more with cheques "in the mail"; (4) Dance Wear 2014 is beginning to take shape; (5) The possibility of dancing on Parliament Hill is being explored with the appropriate authorities; (6) Tourism Ottawa is on-board and giving the Festival its full support; and (7) hotel bookings are coming in regularly.
 - 4.7.2. **Of course not all is smooth sailing** - (a) The chap down east who was to supply us with some of the needed dance flooring had a fire in his warehouse and lost all his stock; (b) The US supplier is double booked for the dates in July and therefore cannot deliver his flooring in person. That means that we will incur unanticipated costs for shipping the flooring to Canada; (c) At the same time the US supplier can only provide 30,000 square feet of flooring which is enough to meet our needs when supplemented by the flooring from the OCC, but only just; and (d) There were some difficulties with a proposed Trail-in Round Dance that was to be organized by the RDTA but which would have conflicted with the Official Trail-in Dance at the OCC. This has been successfully resolved. **So all-in-all, things are looking up.**

5. Old Business

5.1. Up-dating the Procedures Manual Dave Western

- 5.1.1. Registration Procedures: The Registrar reported that this section of the PM will be submitted at the Board meeting in March

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- 5.1.2. Posting information on eodance.ca: The IT committee will attempt to have revised procedures for updating the eodance site for the April board meeting
 - 5.1.3. Booking the Citizen's Boardroom: Bruce agreed to review the booking requirements and report at the next Board meeting
 - 5.1.4. Recognition of Major Anniversaries and Accomplishments: The Club Liaison Committee reported that this section of the PM will be written and submitted at the Board meeting in March
 - 5.2. **Domain names renewal** - Bill Ableson: eodance.ca was renewed 2014/1/31 and is up for renewal 2015/1/31. eosarda.com and eosarda.ca are up for renewal 2014/05/28
 - 5.3. **Request for 2013 dance dangle** - Bruce Warner: Bruce reported that 2013 Dance Dangle was awarded to Linda Shannon at the 2014 Frosty Fling.
 - 5.4. **Generating excitement for Festival 2014** - Dave Western: Dave reported that along with Pearl, he has visited many of the EOSARDA member clubs to generate excitement for the upcoming Festival 2014. He is urging all Board members to grab the mike at the next event and sell the Festival to the best of their abilities. Go Festival Go!!!
 - 5.5. **Up-dating the Club Contacts List** - Barbara Englehart: The revised Club Contact list was distributed via email prior to the February Board Meeting
- 6. New Business**
- 6.1 Cancelling an EOSARDA Dance due to inclement weather - Gavin Currie: IT will look into a way to post dance cancellations on the eodance website, along with a message on all future poster advising people to check the website in the event of inclement weather.
 - 6.2 Definitions for Data Base - Bob Summers: After much discussion, it was decided by the members present that the definition of a "new" dancer as a person who was NOT registered with EOSARDA in the previous dance season.
 - 6.3 Overpayment by Kingston - Dave Western: Since the names and the amount submitted to Bruce for registration by Limestone Dancers line up, Barbara was asked to verify with Limestone Dancers the names of 10 duplicate dancers.
 - 6.4 Graduation 2014 a preliminary discussion: Billi Langtry made the motion that EOSARDA give a \$10 coupon to all New 2014 Graduating Dancers to apply toward their registration fees for Festival 2014 - seconded by Gavin Currie. All present were in favour - **motion carried.**
- 7. Other Business** - Next meeting:
- 7.1 BRING YOUR AGENDA-so we can effectively coordinate the presence of EOSARDA at the New Dancer Celebrations!!!
 - 7.2 The date of the next meeting is **MARCH 16, 2014, at 1:30pm, Ottawa Citizens Building**