

Meeting Record - EOSARDA Board Meeting

Sunday, 17 September, 2017

1:30 - 4:30 pm

Ottawa Citizen Board Room

Baxter Road

Ottawa, Ontario

ATTENDEES:

Gavin Currie Francois Demarais Ann Davelaar Bob Pitruniak
Arlo Speer Dave Western

1. Call to Order

- Dave Western

1.1. Review of agenda

1.2. Opening Remarks (Appendix A)

- Dave Western

2. Previous Minutes

2.1. Approval of Minutes – 11 June Board Meeting - Arlo Speer

MOTION: Currie / Pitruniak That the minutes be accepted as presented. ... **CARRIED**

3. Reports

3.1. Treasurer's Report - Bob Pitruniak

Not available; awaiting transfer of documents and records to Bob from Charlene.

To be completed before October Board meeting

3.2. Registrar's Report (Appendix B)

3.3. Dance Committee (Appendix C)

3.4. Publicity & Promotion Committee

- Rene Dick

No Report

3.5. Club Liaison Committee (Appendix D) - Ann Davelaar

We need a Board member to attend the Seaway Valley Square & Round Dance Association's 35th anniversary dance on 10 December 2017.

3.6. Information Technology Committee - Bob Summers

No report

3.7. Ottawa Area Callers' Association - François Demarais

No report, the OACA's first meeting of the new dance year will be on October.1.

3.8. Swing Into Spring (Appendix E) - Arlo Speer

4.

4.1. **MOTION:** Pitruniak / Davelaar ... That the reports be accepted as presented. **CARRIED**

5. Business Arising from the Minutes

5.1. Representation from clubs outside of the Ottawa area - Dave Western
(Item 6.3.2 from 11 June 2017)

Following the June Board meeting, Dave Western sent an e-mail to the SVSRDA and all clubs based outside of Ottawa pointing out that at present this Board is largely composed of Directors from the immediate Ottawa area. He emphasized the undesirability of this imbalance in

representation. The lack of a spokesperson to advocate on their behalf makes it very difficult for the Board to respond to their needs when we do not know what these needs are.

Dave requested that they do their best to find a volunteer to represent them on the 2017/18 EOSARDA Board. He has subsequently re-iterated this request both orally and in writing to both the SVSRDA and various clubs as the opportunity arose. To date, no one has come forward to fill the gaps in our organization.

Consequently, Dave will devote his President's Message in the next edition of Square Time to an appeal for additional Board members. Once registrations have been completed Dave will also send out a direct appeal for representatives to the outlying clubs.

- 5.2. Signing Authority - Bob Pitruniak
(Item 6.4.1 from 11 June)

ACTION: Bob Pitruniak will arrange an appointment with the bank to update signing authorities. He will co-ordinate with Gavin and Dave and make arrangements for Barb at a later date.

- 5.3. Training Bursary for Club Leaders - Arlo Speer
(Item 6.4.2 from 11 June)

Both Iris Swerdfeger and Carole Lauzon agreed to provide three assessments following receipt of the bursaries: the first, an assessment of the actual course content and procedures (*immediately following the course*); next, completion of a questionnaire about their progress in applying the course's training objectives in their work at their club (*before the end of 2017*); and finally, completion of a questionnaire about the ways in which their club has benefited from the knowledge and skills you gained from the training (*before the end of April 2018*).

Each recipient provided her initial assessment of the course content and procedures. Those reports indicate a well-organised course delivered in a professional manner by a knowledgeable facilitator. The course was offered in a comfortable setting conducive to learning. Each recipient identified learning elements from the course that she anticipates applying to work within her club.

ACTION: Arlo will prepare a survey for Iris and Carole to complete prior to the end of 2017 and another for them to complete before the end of April 2018.

- 5.4. Schedule of meetings for 2017/2018 - Bob Pitruniak
(Item 7.2 from 11 June)

5.4.1. Yet to be confirmed

ACTION: Bob to confirm prior to our next meeting.

- 5.5. Requirement for EOSARDA to file financial statements - Bob Pitruniak
(Item 6.4.2 from 11 June 2017)

ACTION: The executive will meet initially to discuss this item and formulate a recommendation for the Board. Board discussion will be deferred until the October Board meeting.

- 5.6. Trillium Merit Awards
Our nomination of Richard Sharman has been accepted. Given that Richard has moved to British Columbia and has no plans to return to Ottawa in the near future, we are exploring options for the presentation of his award.

Other nominations were not accepted.

- 5.7. Young Dancer Initiative - Dave Western
Dave's comments are included as Appendix F

6. New Business

- 6.1. EOSARDA Membership in Volunteer Ottawa - Dave Western
Iris Swerdfeger of the Swinging B's suggests that EOSARDA explore the possibility of becoming a member of Volunteer Ottawa to allow our members to receive discounted admission to workshops offered by Volunteer Ottawa.

ACTION: This matter will be added to the agenda for the next Council of Dancers meeting to explore the interest of our member clubs in taking advantage of reduced training costs through Volunteer Ottawa.

- 6.2. Reviving the EOSARDA Eagles - Dave Western
A number of years ago, we had a demonstration dance group called the "Eagles". Demonstrations were given to sports groups and other community organisations. This group operated successfully for a number of years and then gradually ceased to operate.

Swingin' Bs has asked if we would be interested in establishing a similar group to operate in conjunctions with the Border Boosters.

ACTION: This matter will be added to the agenda for the next Council of Dancers meeting to explore the interest of our member clubs in taking part in such an initiative.

- 6.3. Draft Committee Budgets
Deferred to October meeting

WE URGENTLY NEED BUDGETS FOR THE OCTOBER MEETING because we need to present the overall budget to the Council of Dancer at the November meeting.

ACTION: All committee Chairs need to send their groups' proposed budgets to Bob as soon as possible!!

6.4. Dance Leader Compensation

The chair was presented with a suggestion to increase compensation for dance leaders for EOSARDA dances.

This suggestion is referred to the Dance Committee for a recommendation.

ACTION: Dance committee is to review this suggestion and report back to the board.

7. Next Meeting and Adjournment

7.1. 1:30 pm 15 October // Citizen Board Room

Appendix A – Chairman’s Opening Remarks

Welcome to a brand new dance year and thank you for attending today’s meeting.

Unfortunately many Directors cannot be here today, so I will set aside my prepared text and call the meeting to order.

Appendix B – Registrar’s Report

Registration packages have been circulated to all member clubs.

Open Houses and Fall recruiting drives are currently taking place and it is expected that registrations will begin to trickle in by the end of the September. Since most clubs have just begin their fall recruiting activities it is not possible to forecast the outcome at this time, but initial reports from Cornwall following their first Open House are very positive.

Thus far, we have one club and one association registered.

Appendix C – Dance Committee Report

FALL FEST

- 1 Dance Committee has applied for space at St. Matthew High School and is currently waiting on confirmation. It is not likely we will have this until September.
 Date: October 22, 2017 (Sunday, 2:00-4:30 pm)
 Gavin may be able to provide an update regarding the receipt of confirmation from the school board.
- 2 Flyers have been mailed to the Clubs and there is a copy on the EoDance website.
- 3 Callers: Dave Hutchinson and Brian Crawford
 Cuer: Jean & Don Clingin
 Refreshments: Assorted Pies .
- 4 Ribbon prices are the same as last year... \$10 in advance and \$12 at the door
- 5 Clothing Vendors: Dancing Princess and TaggarWear
- 6 Ribbons were ordered, received and have been mailed to the Clubs.
- 7 Dance Leaders have confirmed availability but agreements not sent out.
 It has been suggested that we increase what EOSARDA pays to dance leaders so I would like to put forth a motion that the fees paid to callers be increased from \$100 to \$125. We did not discuss this formally at a meeting of the Dance Committee as the summer has just been so busy. If the Board is in agreement to the pay increase, then the dance leader agreements will be amended accordingly prior to being sent out.
- 8 Requests for Club Assistance on dance day will be sent out the end of September.

BUDGET FOR FALL FEST 2017

| | | ESTIMATE | |
|-----------------------|----------------|-------------------|-------------------|
| | Ribbons | Expenses | Income |
| Advance Sales | 145 | \$89.50 | \$1,450.00 |
| At Door | 20 | | \$240.00 |
| Share the Wealth | | | \$150.00 |
| Fees-Callers | | \$275.00 | |
| Fees-Cuers | | \$125.00 | \$- |
| School Rental | | \$419.12 | \$- |
| Flyers, postage, etc. | | \$39.53 | \$- |
| Refreshments | | \$270.00 | \$- |
| | TOTALS | \$1,113.90 | \$2,040.00 |
| | NET | | \$926.10 |

Need to sell 111 ribbons at \$10.00 to break even.

NOTE: Complimentary entry for new graduates from 2016-2017.

FROSTY FLING 2018

- 1 The Frosty Fling is scheduled for February 3, 2018 from 2:00-4:30 pm.
- 2 The application has been submitted to St. Patrick's High School. No confirmation received as yet.
- 3 Dance committee will plan to meet in October to discuss details for Frosty Fling.

BUDGET FOR FROSTY FLING 2018

| | | ESTIMATE | |
|-----------------------|---------|------------|------------|
| | Ribbons | Expenses | Income |
| Advance Sales | 145 | \$89.50 | \$1,450.00 |
| At Door | 20 | | \$240.00 |
| Share the Wealth | | | \$150.00 |
| Fees-Callers | | \$275.00 | \$- |
| Fees-Cuers | | \$275.00 | \$- |
| School Rental | | \$450.00 | \$- |
| Flyers, postage, etc. | | \$100.00 | \$- |
| Refreshments | | \$150.00 | \$- |
| | TOTALS | \$1,339.50 | \$1,840.00 |
| | NET | | \$500.50 |

Need to sell 134 tickets at \$10.00 each to break even.

NOTE: Complimentary entry for new graduates from 2016-2017.

Appendix D – Club Liaison Committee

New Dancer Celebrations

By the end of May, 83 packages were successfully delivered out of the 95 originally requested by 13 clubs. On hand, I have 38 CSRDS pins and 38 EOSARDA brochures for 2017-2018 New Dancer Celebrations. Many thanks to those Directors who visited the relevant clubs this spring.

Club Visit Dangle Application Forms

The first Bulletin concerning Dance Dangle Application Forms was sent out on July 29, followed by a Reminder on September 13. By then I had received 20 Application Forms, 18 for Gold and 2 for Silver.

On September 15 I phoned SGA Signs & Trophies (Bells Corners), so that preparation of the dangles could start soon, therefore speeding up lapse-time between the projected October 16 order date and the pickup date. This should help me to distribute as many dangles as possible at Fall Fest on October 22.

Square Time

On September 13 Rene Dick sent out a Bulletin announcing that he was taking on the editor role for Square Time. He appealed to readers of the magazine to send in general articles, letters and comments to add to the usual club news. The deadline for submission will be September 30. Publication takes place on October 21, when printed copies will be available for pickup and the .pdf version will be available for downloading.

Appendix E – Status Report – Swing Into Spring

The committee for *Swing Into Spring* 2018 has been established with the following members:

Teresa MacInnis (returning from 2017)

Regina Gerhard (returning from 2017, serving as SVSRDA liaison)

Wendy VanderMeulen (new this year, serving as Treasurer and Registrar)

Maureen Speer (new this year)

Arlo Speer (new this year, serving as Secretary and EOSARDA liaison)

The committee wishes to add at least one or two additional members, with responsibility for advertising and someone from an EOSARDA club, to balance membership between our two parent organisations.

The new committee has met twice over the spring and summer and has confirmed the callers (**Jerry Jestin** and **Gary Winter**) and cuer (**Roy** and **Janet Williams**) for the event to be held **04 – 06 May 2018**. The committee is awaiting the start of the school year to confirm the 2018 location -- as before, the plan is to hold the event at the **South Grenville District High School** in **Prescott**.

Aside from its Facebook page (www.facebook.com/PrescottSIS/), *Swing Into Spring* now has a webpage that is hosted by EOSARDA. That page is located under the “Events” section of the EoDance.ca website or accessible directly at http://eodance.ca/SIS_home_page.php. The EOSARDA Webmaster manages this page with Arlo Speer serving as liaison with the *Swing Into Spring* committee. The committee will approach the Webmaster from the Seaway Valley Square and Round Dance Association encouraging a link to this page from the Seaway Valley site (www.svsrda.ca) so that both organisations’ sites will display the same information, making it easier to keep material current and accurate.

Over its 5 years of operation, the *Swing Into Spring* committee has established a credit balance. The 2012 and 2013 events each operated at a loss that was covered at the time by funds from SVSRDA and EOSARDA. The event was not held in 2014 because of *Festival 2014*. Net gains were realized for each of the 2015, 2016, and 2017 events. With the change of treasurers, the committee is now working to finalise accounting for 2017. A preliminary review indicates that the 182 attendees at the 2017 event resulted in a profit of just over \$2,000.

The committee wishes to establish clear lines of authority and accountability for the ongoing operation of *Swing Into Spring* and for interaction with our two parent organisations. To this end, the committee will invite the presidents of the SVSRDA and EOSARDA to meet with the *Swing Into Spring* Committee. Scheduling issues precluded a summer meeting. The committee hopes to establish a meeting date shortly.

Submitted Fall 2017

by

Regina Gerhard, Liaison to SVSRDA

Arlo Speer, Liaison to EOSARDA

Appendix F – Young Dancer Initiative

Two years ago, the Ontario Square and Round Dance Federation sent us \$4,000 for the promotion of square and round dancing. The Board matched this donation with a further \$4,000 and set a total of \$8,000 aside for the Young Dancer Initiative. To date none of this money has not been spent.

We can reasonably expect that Federation will ask us to report on what we have done with the money that they gave to us.

While we have yet to receive any concrete project proposals under this Initiative, I was recently contacted by a representative of the Prescott Harbour Lites who advised me that the club has been in discussion with a local Home Schooling Association with a view to providing square dance lessons for the youth and possibly some of the parents. I was asked whether such a project would be entitled to funding under the Young Dancer Initiative.

I replied that, while I could not speak for the Board, it was likely that the provision of dance lessons for the youth would qualify for funding under the Young Dancer Initiative. I invited the club to apply for funding via the presentation of a business case to the EOSARDA Board.

The club scheduled a meeting with the Home Schooling Association for Monday, September 11. However, no one from the Home Schooling group attended the meeting. I understand that another meeting has been planned for this coming week. Hopefully it will take place as planned,

The Young Dancer Initiative continues to be a worthwhile undertaking, However, absent any concrete projects, sooner or later the Board is going to have to consider whether the money that has been set aside should be re-allocated to other recruiting initiatives.