



EOSARDA Board Meeting

Wednesday 24 July 2024 -- 7:30 pm

Via Zoom

Attendees:

Barb Englehart	Michelle Gravelle	Gerry Johnson	Lamar Mason
Bob Pitruniak	Arlo Speer	Dave Western	

Regrets: Ron Gardner

1. Call to Order

- 1.1. Opening Remarks Appendix A ~ Dave Western
- 1.2. Acceptance of or additions to the agenda

2. Previous Meeting Records and e-mail Decisions

~ Arlo Speer

- 2.1. Record of 28 April Organisational Meeting
MOTION: Speer/Mason that the record of the 28 April Organisational Board Meeting be approved. **CARRIED**
- 2.2. Record of 28 April Council of Dancers Meeting
MOTION: Speer/Mason that the record of the 28 April Council of Dancers Meeting be accepted. **CARRIED**
- 2.3. Confirmation of e-mail agreement to purchase of Rubber Ducky Dangles for "Swimdancers" from *Swing into Spring*
MOTION: Pitruniak/Englehart that we confirm the e-mail decision to purchase the Rubber Ducky Dangles. **CARRIED**
- 2.4. Confirmation of e-mail approval of amendments to Procedures Manual: Introduction and Chapters 1, 2, 3, 7, and 13
MOTION: Speer/Johnson that the amendments be approved. **CARRIED**

3. Committee Reports

- 3.1. Executive Committee
 - 3.1.1. Financial Appendix B ~ Bob Pitruniak
 - 3.1.2. Registrar Appendix C ~ Barb Englehart
- 3.2. Dance Committee ~ Michelle Gravelle
 - We're looking at Saturday 01 February for Frosty Fling.
- 3.3. *Swing into Spring* – 2024 Report and Financial Statement ~ Arlo Speer
 - Appendix D
 - MOTION:** Mason/Johnson that the reports be accepted as presented. **CARRIED**

4. Business Arising from Last Meeting and/or Reports

- 4.1. 2024 Corporate Records have been updated for 2024. ~ Arlo Speer
- 4.2. CRA Compliance work is underway. ~ Bob Pitruniak
- 4.3. Geoff Clarke has offered to complete financial review ~ Bob Pitruniak

MOTION: Pitruniak/Mason that Geoff Clarke be approved as the person to conduct the financial review. **CARRIED**

4.4. Non-Board volunteers

~ Gerry Johnson & Lamar Mason

Debbie Penny has volunteered to take on responsibility for New Dancer Recruitment.

Gavin Currie has volunteered to take on responsibility for Dance Leader Training bursaries

Gloria Bateman has volunteered to proofread Square Time

Michelle Gravelle has volunteered to take on responsibility for new dancer celebrations and dance dangles.

Lamar will follow up with Mary Cruse.

5. New Business

5.1. Dancer and club fees for 2024/2025 dance year

~ Dave Western

MOTION: Speer/Pitruniak that for 2024/2025, we collect \$10 per club and \$8 per dancer. **CARRIED**

Fee distribution for dancers/clubs is:

Canadian Society	\$5/\$5
Ontario Federation	\$1/\$3
EOSARDA	\$2/\$2

Lamar suggested that for future years, rather than waiting for Society to set its fee, we should plan to establish our EOSARDA fees as part of our budget process in future years. In that way, we would add the EOSARDA fee onto what we provide to Federation and Society to calculate what we collect from dancers and clubs.

Our President and Treasurer both pointed out that consideration of increases to dancer and/or club fees should be part of the annual budget setting exercise.

5.2. Proposed update to the dangle program

~ Gerry Johnson

MOTION Johnson/Gravelle that:

- criteria for obtaining a dangle be relaxed, allowing a visit to any club or event, other than regular dances at the dancer's registered club
- we keep just two levels of achievement
- we remove the requirement for a confirmation signature **CARRIED**

Club Liaison will update the Chapter 24 accordingly and circulate it for Board approval.

5.3. Proposed Amendment to Chapter 27 – *Swing into Spring* Appendix F, Annex B

~ Arlo Speer

MOTION: Speer/Gravelle that Chapter 27 be revised as presented. **CARRIED**

The board expressed its thanks to the committee for a successful event.

5.4. Post B.C. Convention 2025 activity – Alaska cruise

~ Barb Englehart

There was discussion about a possible cruise activity following the 2025 B.C. provincial festival and the decision was not to pursue it further.

5.5. Publicity Session at Calgary Convention

~ Lamar Mason

Many promotional suggestions were discussed at the event. EOSARDA seems to be doing many of those activities.

Many of the groups emphasised the need to have several ongoing, year-long “come dance with us” sessions to attract dancers. That approach seems to be successful for western clubs.

Many long-established clubs were re-branding ... no longer old-fashioned, and without old-fashioned names such as “Pioneers”.

The Publicity Committee will explore ways to take advantage of suggestions like the above.

6. Next Meeting:

20 October 2024 at 1:30

<https://us02web.zoom.us/j/87234647204?pwd=dI71EvV3Tvc7FkCBZUEKw1KHtkmDsB.1>

Meeting ID: 872 3464 7204

Passcode: Fall

EOSARDA is inviting you to a scheduled Zoom meeting.

Topic: EOSARDA Board Meeting

Time: Oct 20, 2024 01:30 PM America/Toronto

Join Zoom Meeting

<https://us02web.zoom.us/j/87234647204?pwd=dI71EvV3Tvc7FkCBZUEKw1KHtkmDsB.1>

Meeting ID: 872 3464 7204

Passcode: Fall

One tap mobile

+16132093054,,87234647204#,,,,*933562# Canada

Dial by your location

• +1 613 209 3054 Canada

Meeting ID: 872 3464 7204

Passcode: 933562

Find your local number: <https://us02web.zoom.us/j/87234647204>

Appendix A: Opening Remarks

Last August as we were on the brink of a new dance year, I said;

“ The challenge for the coming dance year is to build on this success and find ways to get more feet on the dance floor. Another, no less important challenge, is to find, nurture and develop a new crop of Dance Leaders to supplement our current cadre of highly talented and dedicated individuals. With an eye on the future, it would also be desirable to bring a few more people onto this Board if only for training and continuity purposes.”

So, how did we do in terms of meeting these challenges?

Dancer recruitment and retention: D-

Based on Barbara's report from March of this year, overall membership last year was down about 85 dancers from the previous year. More troubling still was the loss of several clubs with more closures on the horizon. It is possible that this year we will only have 2 clubs up and running in the city of Ottawa and only 5 in the immediate Ottawa area.

New Dance Leader recruitment: C+

On the Dance Leader front, there is a glimmer of hope as we now have 3 new Callers-in-training, two of whom have received significant financial assistance from all 3 levels of the organization. However, none of these individuals are yet ready to fly on their own. Hopefully they will all continue with their efforts to become full-fledged Callers, but only time will tell.

Increased Board Membership: C+

The good news is that we gained Michelle and Ron. The bad news is that we lost Gavin and Wendy, so the number of Directors remains at 8. To this we need to add a number of volunteers working on various standing committees. But the problem of succession planning remains.

We are not the only ones experiencing these problems. They seem to be endemic across North America. As a result, organizations such as CallerLab and numerous square and round dance organizations are searching for ways to turn the ship around.

Can it be done?

I don't know.

Do I think it can be done?

Yes.

But we all need to keep on doing our very best to encourage and support our clubs and dancers; to show at every opportunity that Modern Square Dancing is fun; and to find new and innovative ways to attract new dancers to the activity.

Failure is not an option.

Appendix B: Treasurer's Report

1. Current results

I include a summary of activity for the just ended fiscal year, 01 July 2023 to 30 Jun 2024.

As usual, print this report in landscape mode.

2. Accounts Payable entries

The report shows accounts payable of 413.65. This is made up of

Owed to Arlo - \$242.84 for the Zoom renewal

Owed to Michelle - \$150.02 for graduation expenses, a name badge and the pool dance dangles

Owed to me - \$20.79 for stamps.

3. To come

This report might not quite be final. Barb is reviewing our accounts to see if we owe a bit more to Federation for late arriving registrations from the cloggers. Once I hear from Barb I will be able to finish my books for the past year and pass my records to the reviewer (Geoff Clarke) for his comments.

4. Compliance

I have started the process of filling in the Federal corporate tax return forms. I will be providing tax returns for the years 2016-2024 since that is the only information that I have.

Bob Pitruniak
Treasurer, EOSARDA

EOSARDA 2023-24					Revenue and expenses to 30 June 2024, bank reconciled to 30 Jun 2024												
	Jul - Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Total	Budget	Last year				
Bank at month end	\$11,116.01	\$11,857.01	\$11,188.84	\$11,127.10	\$10,963.30	\$11,472.30	\$11,578.05	\$11,586.05	\$10,806.33	\$10,896.33			\$12,366.81				
GIC	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00			\$10,000.00				
Petty cash																	
Total Cash	\$21,116.01	\$21,857.01	\$21,188.84	\$21,127.10	\$20,963.30	\$21,472.30	\$21,578.05	\$21,586.05	\$20,806.33	\$20,896.33			\$22,366.81				
Accounts Payable	\$245.21									\$413.65			\$660.66				
Prepaid expenses				\$91.59	\$91.59	\$91.59	\$58.32	\$6.09	\$6.09	\$6.09							
REVENUE																	
EOSARDA Dues		\$2,016.00	\$2,160.00	\$36.00	\$34.00	\$104.00	\$146.00	\$8.00		\$90.00	\$4,594.00	\$4,900.00	\$5,160.00				
Fall Dance revenue										\$0.00							
Xmas Dance revenue				\$324.00													
Frosty Fling revenue						\$406.00					\$406.00	\$600.00	\$612.00				
Mothers Day Dance											\$0.00		\$289.00				
Square Time Subscr + Ads											\$0.00	\$500.00	\$0.00				
Interest		\$225.00									\$225.00	\$225.00	\$30.16				
Plowing Match											\$0.00		\$1,050.00				
Misc											\$0.00						
Total revenue	\$0.00	\$2,241.00	\$2,160.00	\$360.00	\$34.00	\$510.00	\$146.00	\$8.00	\$0.00	\$90.00	\$5,225.00	\$6,225.00	\$7,141.16				
EXPENSES																	
Bank Fees											\$0.00	\$10.00					
Cards									\$218.00		\$218.00	\$55.00	\$49.94				
OSRDF/CSRDF Dues			\$2,812.00								\$2,812.00	\$3,800.00	\$3,962.00				
OSRDF Mtg Travel Exp											\$0.00						
EOSARDA Travel Expenses				\$84.00					\$38.00		\$122.00	\$600.00	\$490.36				
Board Meetings										\$242.84	\$242.84	\$350.00	\$226.00				
Council of Dancers Mtgs											\$0.00						
Office Expenses									\$23.72	\$20.79	\$44.51	\$240.00	\$41.58				
Badges										\$14.63	\$14.63	\$40.00					
Fall dance expenses											\$0.00						
Frosty Fling expenses					\$120.00						\$120.00	\$500.00	\$452.35				
Mothers Day Dance											\$0.00		\$438.53				
ENTANDEM Fees							\$56.25				\$56.25						
Publicity	\$284.93			\$197.74							\$482.67	\$2,000.00	\$1,011.89				
Plowing Match											\$0.00		\$1,264.89				
Domain Name Registration			\$37.16	\$27.42							\$64.58	\$135.00	\$84.21				
Website Hosting							\$33.27	\$52.23			\$85.50		\$51.87				
Repairs and new equipment											\$0.00	\$200.00					
New Dancer Recruitment	\$245.21	\$1,500.00									\$1,745.21	\$3,000.00	\$2,100.00				
Dance Leader Training									\$500.00		\$500.00	\$1,200.00	\$231.66				
CSDRDS Pins											\$0.00		\$520.00				
Visiting dangles					\$67.80					\$99.44	\$167.24	\$85.00					
New Dancer Celebrations					\$10.00					\$35.95	\$45.95	\$300.00	\$159.87				
Square Time Printing/Postage											\$0.00	\$700.00					
Recognition and awards												\$100.00					
Accounting and Legal	\$60.00																
Total expenses	\$590.14	\$1,500.00	\$2,849.16	\$309.16	\$197.80	\$0.00	\$89.52	\$52.23	\$779.72	\$413.65	\$6,721.38	\$13,315.00	\$11,085.15				
Profit/loss	-\$590.14	\$741.00	-\$689.16	\$50.84	-\$163.80	\$510.00	\$56.48	-\$44.23	-\$779.72	-\$323.65	-\$1,496.38	-\$7,090.00	-\$3,943.99				
Notes:	1. Numbers in the Bank row are an accurate figure for the amount of money in the bank account at the end of the month 2. Accounts payable include any cheques that have not cleared the bank at the end of the month																

Appendix C: Registrar's Report

EOSARDA 2023-2024												
	As of April 12, 2023	As of June 5, 2024	Difference Apr 2024 vs April 2023	Total Members Registered by Club	SQ	RD	LINE/ CLOGGING	New Dancers by Club (new to the activity)				
								SQ	RD	LINE/ CLOGGING		
NEW SQUARE DANCERS	130	125	-5	Capital Carousels		12						
new to activity 125 vs 123				Glengarry Tartans	23			3				
RETURNING SQUARE DANCERS	430	392	-38	Grenville Gremlins	35			7				
				Harbour Lites	22							
NEW ROUND DANCERS	0	0	0	Kanata Square	13			3				
				Limestone Dancers	26			3				
RETURNING ROUND DANCERS	21	12	-9	Lockits	43							
				Meri Squares	76			19				
				Mississippi Squares	70			22				
NEW LINE DANCERS/CLOGGERS	0	0	0	Napanee Pioneers	36			10				
new to the activity 0				Ottawa Date Squares	49			14				
RETURNING LINE DANCERS/CLOGGERS	28	9	0	Quinte Twirlers	50			18				
				Sunshine Square	12							
TOTAL TO DATE	609	538	-71	Swining B's	28			2				
				Swinging Swallows	26			5				
				Square Dance Ottawa	5			5				
CUERS, CALLERS, LEADERS AND PARTNERS	16	13	-3	Crazy A's	0			0				
				Riverside Gypsy Squares	0			0				
TOTAL MEMBERSHIP TO DATE	625	551	-74	Russell Squares	15			14				
				Rideau Canal Cloggers			10					
TOTAL CLUBS TO DATE	25	20	-5	TOTAL	529	12	10	125				
TOTAL ASSOCIATIONS TO DATE	2	2	0									
Note: Numbers are based on registration information received as of the issuance date of this report. Any new members that join after the issuance date of this report will be added.												
Issued: November 6, 2023												
Updated: November 7, 2023												
Updated: January 20, 2024												
Updated: March 23, 2024												
Updated: April 8, 2024												
Updated July 22, 2024												

Appendix D: Swing into Spring Report



Swing into Spring 2024 incorporated changes from earlier events:

1. The event moved to a new location in Brockville, Ontario because our traditional Prescott venue was not available on the traditional dates for the event. Brockville was chosen because of its location along the Seaway Valley and close to our traditional location. Brockville also offered more options for restaurants and hotel accommodations for those attending the weekend.
2. Round dancing was removed from the weekend dance programme. The number of round dancers at recent *Swing into Spring* weekends had dwindled to less than 10% of attendees, making it impossible to support the cost of round dance staff.
3. The weekend's programme included 3 callers in 3 halls. This approach allowed organizers to provide one hall dedicated to basic and SSD dancers. Our hope was that we could attract more beginning dancers than in past years, thereby supporting our SSD clubs and dancers. Unfortunately, basic and SSD dancers represented just 8% of the attendees. Rarely was there a full square of basic and SSD dancers. Fortunately, we were able to rely on plus- and advanced-level dancers to provide a full square in the hall dedicated to basic and SSD. As has been the case in past years, the number of beginning dancers was low -- similar to (or even slightly less than) the number of round dancers in previous years.
4. When the Seaway Valley Square and Round Dance Association ceased to operate, the *Swing into Spring* committee committed to continue support for the Mother's Day Dance both financially and by incorporating the traditional Sunday afternoon dance as part of the larger *Swing into Spring* Weekend. There were 6 squares on the floor for the Mother's Day Dance. However, the number of basic and SSD dancers was very small with mostly plus-level dancers attending Sunday afternoon. Most of those attending the Mother's Day Dance had registered for other parts of the weekend -- only 12 dancers attended for only the Mother's Day Dance.

The organizing committee for *Swing into Spring* 2024 consisted of:

Gloria Bateman (Swinging Swallows)	Shirley Brown (Limestone Dancers)
Arlo Speer (Capital Carousels)	Joel Smith (Ottawa Date Squares)

During the weekend, volunteers from the EOSARDA Board and local clubs helped with various tasks needed to make the weekend a success.

Overall, *Swing into Spring* 2024 was a successful event. Registrations totaled 119 for the weekend (contrasting with 180, 169, 173, 159, and 127 from 2015 to 2019, respectively). Advanced level dancers represented 43% of the attendees, 49% were plus-level dancers and 8% were basic or SSD dancers.

The committee received highly positive comments about the callers. Many dancers leaving the event expressed the desire for a 2025 event, saying they planned to return next year. Several dancers commented positively about the amount of advanced-level dancing available and some even suggested that some C-1 be offered. The weekend was described as “a fantastic dance weekend” and “a wonderful event”. Dancers voiced the opinion that “the callers were fun to dance to” and “the workshops helped us get better at the calls.” Many told us how much they enjoyed the dancing, snacks, and meeting new friends. Dancers expressed overwhelming support for the new venue and location.

Considerations for those planning *Swing into Spring* 2025:

1. With our declining attendance, we need to explore seriously whether there are sufficient dancers willing to travel to and attend *Swing into Spring*.
2. We need a larger committee leading up to the weekend, perhaps a core “executive” and co-ordinators for various functions like refreshments, sound equipment, etc.
3. How do we find volunteers outside of EOSARDA and with technical specialties such as marketing and advertising?
4. We need ambassadors to promote the weekend to clubs and dancers throughout the region in advance of the weekend.
5. We need a photographer onsite during the weekend.
6. How can we get our callers to actively promote the weekend, especially (but not limited to) those from outside of Eastern Ontario?
7. How can we reach out to basic and SSD clubs to see why dancers at that level don’t attend? Is it because a full weekend commitment is too much to ask beginning dancers?

2025 Programme Recommendations

- Keep Friday evening because dancers travel Friday anyway to be ready for Saturday morning.
- Operate with only 2 halls, not 3.
- Consider removing basic and SSD dancing – we still can’t attract dancers at that level!
- Explain SSD better for those not familiar with the programme ... emphasising that basic and mainstream dancers can dance SSD.
- Keep Mother’s Day Dance as part of *Swing into Spring* and leave it a basic, SSD, and mainstream dance – focusing on trying to attract new dancers for Sunday afternoon, only.

To comply with Section 27.4 d) of EOSARDA's Procedures Manual, a financial report is attached as **Annex A**. Consistent with an earlier commitment by the committee, **Annex B** provides for consideration and discussion a proposed update to Chapter 27 of EOSARDA's Procedures Manual.

Annex A: Financial Statements 2024

Swing Into Spring 2024 Income Statement as of June 30 ,2024

REVENUE	
Registration Revenue	\$7,080.00
Share the Wealth Revenue	\$365.00
Donations	\$330.00
TOTAL REVENUE	\$7,775.00
EXPENSES	
Staff	\$7,320.59
General	\$790.87
TOTAL EXPENSE	\$8,111.46
NET PROFIT/LOSS	-\$336.46

Swing into Spring Balance Sheet 2023 & 2024

	June 30, 2023		June 30, 2024	
	Assets	Liabilities	Assets	Liabilities
Bank Account Balance	5185.41		3375.12	
Prepaid fees		1905.00		140.00
Accounts payable				291.17
Beginning Retained Earnings				3280.41
2024 Profit (Loss)				-336.46
Ending Retained earnings		3280.41		2943.95
Total	5185.41	5185.41	3375.12	3375.12

Annex B: Proposed Text for EOSARDA Procedures Manual, Chapter 27

27.1 General

- a) *Swing into Spring* is an annual dance weekend featuring multiple levels of dancing including guest out-of-area dance leaders.
- b) *Swing into Spring* is planned, organized, and facilitated by an autonomous committee of Eastern Ontario dancers and volunteers. The dance program, registration fees, and contracts for dance leaders, halls, catering, supplies, advertising, and other aspects of the event are the exclusive purview of the *Swing into Spring* Committee.
- c) *Swing into Spring* is held on the weekend of the first Sunday of May and incorporates the Mother's Day Dance.
- d) *Swing into Spring* is held in a suitable Eastern Ontario facility along the Seaway Valley.
- e) EOSARDA will actively promote *Swing into Spring*. Advertising materials created by the *Swing into Spring* Committee will include a reference to this support.

27.2 Finances

- a) The fiscal cycle for *Swing into Spring* runs from 01 July of one year to 30 June of the following year.
- b) The *Swing into Spring* Committee may retain accrued profits to use for future events. If retained earnings exceed \$5,000, EOSARDA may, at its discretion, request the *Swing into Spring* committee to remit to EOSARDA any retained earnings over \$5,000.
- c) If a *Swing into Spring* weekend incurs a deficit that cannot be covered by *Swing into Spring* funds, EOSARDA agrees to assume responsibility for settling any outstanding debts.
- d) The *Swing into Spring* Committee may request additional funds from EOSARDA. EOSARDA will consider such requests but is under no obligation to provide additional funding.
- e) If *Swing into Spring* is permanently discontinued, any monies held by *Swing into Spring* will be remitted to EOSARDA.

27.3 – Reports

- a) The *Swing into Spring* Committee will submit reports to EOSARDA's regular board meetings and to Council of Dancers meetings.
- b) On or before 30 June following each *Swing into Spring* weekend, the *Swing into Spring* Committee will provide the EOSARDA Board with a financial report, detailing:
 - cash on hand at the beginning and end of the fiscal cycle, and
 - expenses and revenue associated with the event.

27.4 – Administration of this document

- a) This document forms part of EOSARDA's Procedures Manual.
- b) This document may only be amended with agreement of EOSARDA and the *Swing into Spring* Committee.