

## **Chapter 26 Scheduling Conflicts**

### **26.1 Background**

- a) The April 2015 Council of Dancers adopted the following motion: -  
That EOSARDA within its current structure establishes the position of a dancing date scheduler/coordinator for the express and singular intent of eliminating dance date conflicts within the boundaries of EOSARDA.
- b) The Board of Directors was directed by Council to determine how best to implement this policy and was asked to report back to Council as soon as possible.
- c) The Board established a Scheduling Conflict Working Group which developed a draft policy that was subsequently approved by the November 2015 Council of Dancers.

### **26.2 Definitions**

- a) The Scheduling Coordinator function is a shared responsibility among those who are responsible for the three advertising functions, i.e. Web Calendar, Bulletins and Square Time magazine.
- b) For the purposes of this policy, “dance event” means a special function, held on other than a club’s usual meeting time and/or at its usual meeting place.  
Dance events only conflict with other dance events.  
A club’s regular dance date is not considered to be a dance event.
- c) “Scheduling Conflict” refers to a dance event which will likely significantly impact the attendance at a previously scheduled dance event taking place on the same date.
- d) Notwithstanding 26.2 b), any event conducted by a non-EOSARDA member organization is deemed to be a scheduling conflict with any EOSARDA member organization’s event occurring at the same time.

### **26.3 EOSARDA’s Policy on Scheduling Conflicts**

- a) Clubs are encouraged to avoid holding dance events of any kind on the same date as another dance event.
- b) Where a Scheduling Conflict is determined to have occurred, EOSARDA will advertise or promote only the first scheduled dance event, except that when the conflict involves a dance event conducted by a non-EOSARDA member, EOSARDA will advertise only the EOSARDA-hosted event. This policy applies to all advertising through Square Time, EOSARDA Bulletins, Facebook, [www.eoDance.ca](http://www.eoDance.ca) and any other electronic announcements. Since a Facebook group member can post an advertisement for a conflicting event, EOSARDA’s Facebook administrator will remove any items that conflict with this policy.

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- c) The prohibition on advertising and promoting the second scheduled dance event may be waived with the consent of the organizers of the first scheduled dance event.
- d) This does not mean eliminating all choices on a particular date. With the exception of events addressed in 26.2(c), dance events that cater to different audiences may still be advertised if the dance levels or styles do not overlap or are not adjacent.
- e) For more information, see Paragraph 26.6 below “Guidelines for Recognizing Conflicts”.

### **26.4 “Grandfathered” Dance events**

- a) A few long-established Open Dances occur at approximately the same time every year. For a list check our website at [https://eoDance.ca/reserved\\_event\\_dates.php](https://eoDance.ca/reserved_event_dates.php)
- b) Any club that believes that it sponsors a dance event that should be grandfathered may submit a request to the Board to have the event added to the list. The request should include a justification for grandfathering the dance event.
- c) Whether a dance event has been grandfathered or not, due to vagaries of the calendar year, it is the responsibility of the event organizer to submit a request to the Web Master in order to have the event added to the Dance Calendar on [eoDance.ca](https://eoDance.ca)
- d) Events scheduled by EOSARDA clubs will always take precedence over events by any 'non-EOSARDA' clubs should a conflict arise, regardless of who is first to request an entry in the Calendar. However, out of respect for other dance groups, it is desirable that an EOSARDA dance not be scheduled on the same date of another already-scheduled event
- e) Event Organizers should also take note of the following 'non-dance' events that may affect your dance should you chose to schedule it on one of these dates: -
  - EOSARDA Board meetings - generally scheduled for the 3<sup>rd</sup> Sunday of most months.
  - Council of Dancers meetings - scheduled for the 3<sup>rd</sup> Sunday of April & November.
  - Ottawa Area Caller's Association (OACA) meetings - generally scheduled for the 1<sup>st</sup> Sunday of October, November, December, February, March & April.

### **26.5 Implementing the Policy**

- a) Where one or more of the Scheduling Coordinators believe that there is a potential Scheduling Conflict, they will consult with each other. If the Scheduling Coordinators determine that there is a Scheduling Conflict, or if they cannot reach agreement on the matter, the issue will be brought to the Board’s attention.
- b) If the Board agrees that there is a Scheduling Conflict it will instruct the Scheduling Coordinators to withhold all advertising of the dance event in question.

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### 26.6 Guidelines for Recognizing Conflicts

a) square and round dance events scheduled for the same date are not considered to constitute a Scheduling Conflict. The pool of round dancers is relatively small, and many square dancers do not round dance. Therefore, while it is desirable that such dances are not scheduled on the same date, due to the limited number of people likely to be affected, doing so will not be considered as creating a Scheduling Conflict.

*b) Dance levels that are not adjacent or overlapping*

A Scheduling Conflict only occurs when dances have overlapping or adjacent levels. For example, an A1/A2 dance might draw dancers away from a Plus event, but a C1 dance is not likely to have any significant impact effect on a Basic/Mainstream or Plus event. Similarly, Phase II and III round dancers are not likely to attend a high-level Round Dance featuring Phase IV and V dances.

The definition of overlap or adjacency is not always clear cut and will require a judgement call to determine if the events in question conflict, but as a rule of thumb:

- C1 does not conflict with Plus and below
- A1/A2 does not conflict with Basic/Mainstream
- A round dance does not conflict with a square dance
- A Phase II and III Round Dance does not conflict with a Phase IV and V Dance
- A square dance with Easy Rounds between the tips does not conflict with a Phase II and III Round Dance

***But.....***

- A1/A2 does compete with Plus
- Plus does compete with Basic or Mainstream
- A dance with a full square and round dance program in separate halls may conflict with a square or round dance if the dance levels are adjacent or overlap

*c) One-day Dance Workshops*

Some dance events are advertised as “workshops” or “blasts”. Regardless of how they are identified, one-day workshops may conflict with existing dance events if the dance levels are adjacent or overlap.

*d) Weekend, Multi-day and multi-week events*

Weekend dance events may conflict with an Open Dance if the dance levels are adjacent or overlap.

Multi-day and multi-week dance events are not considered to conflict with other dance events and vice versa.

*e) A club’s regularly scheduled dance activity does not conflict with a dance event.*

If held at the regularly scheduled club time and place, special club events such as

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Anniversary Dances and Theme Nights are not considered to be dance events. Therefore, they are not considered as conflicting with any other dance event being held on the same date.

### *f) Distance*

Ontario is a very large geographic area. However, some dancers drive long distances to attend dances. Thus, distance between the locations of dance events does not remove a scheduling Conflict.

### **26.7 Guidelines for Planning Events**

To help avoid creating a scheduling conflict, those planning an event other than a regular club dance, or an event held at a club's usual meeting time should:

- a) Before finalizing the time and date, consult the eoDance Calendar of Events to make sure no other event is advertised for the desired date.
- b) As soon as possible, request that the webmaster post an entry on the Calendar of Events; make sure the entry lists the sponsor of the event and its location (at this point, even a general location like "Cornwall" will suffice).
- c) As plans progress, update information posted on the Calendar of Events, if necessary.
- d) As plans progress, create the text for an EOSARDA Bulletin and request that a bulletin be issued.
- e) Consider posting your information to the EOSARDA group Facebook page
- f) If there is sufficient time before the event, submit information about your event to the Square Time Editor.

