

Meeting Minutes -
Slave Lake Dance Creations Society
September 18, 2022

Location: Dance Studio

Meeting Type: Executive

Board members in attendance: Karlene Ching, Sable Seppola, Jennifer Hansen, Mikia Wilgenbusch, Karen Dana, Julie Hunt, April Garon, Tara Maitland, Lisa Knutson, Chelsea Saluk, Melissa Baxter(SC), Rachael Bellerose(SC), Reanna Maitland(SC)

Board members absent:

Agenda Items:

1. **Call to order:** Meeting called to order at 6:10 by Julie.
2. **Adoption of last meeting minutes:** Mikia motions to adopt the September 18th, 2022 minutes with the change of date to March 26 - Live to Dance, Lisa 2nds.
3. **Discussion Topics:**
 - a. **Studio Community Action Plan**
 - i. Jen is planning on doing a series of questions, facebook posts and emails to the board as a means to build a stronger studio community starting with the board. Focus on our mission, vision and core values. This will be spread out throughout the season, putting little bits of info out at a time.
 - b. **Travel Group**
 - i. This is something that we will need to start planning if we want to do something for Summer 2024. We will start with a focus group to see who is interested in attending and get some ideas.
 - c. **Discuss ATB credit card application**
 - i. ATB needs our most recent signed and stamped bylaws, also signed minutes with a motion included.
 - ii. Sable motions that we go ahead and apply for a \$5000 credit card through ATB, Karen seconds.
 - d. **Statements and Invoicing, solo/duet fees in handbook**
 - i. Invoices are out.
 - ii. Statements for yearly fees are still being worked on, there are a couple numbers needing confirmed.
 - iii. Clarification for how fees work when we start in the middle of the month, the 33 weeks of fees are spread out across the 9 months evenly.

- iv. There have been many questions regarding costs of solo/duets being higher than they are in the handbook. Explanation - Some choreographers have more experience and training therefore are more expensive, also including cost of hotel/mileage and studio cost for our guest choreographers. A certain amount of time is allotted, but we also have to consider the fact that some choreographers do on the spot choreo and some do the choreo planning beforehand.

e. Discuss Festival Registration Fees

- i. Festival fees for some festivals have gone up this year. Discussed whether or not we need to up festival fees or are we able to cover the cost with fundraising.
- ii. The board has decided to keep festival fees as is and we will use fundraisers towards the difference.

f. Discuss Costume Fees

- i. We will invoice for all costume deposits due October 15th, including extra numbers.
- ii. We have been informed by another costume director that in general costume costs are also going up this year, Tara is doing lots of research to find the best options.

g. Dancer of the Month

- i. Currently this year we have 29 performance / 28 Tiny Dancers / 40 Competitive
- ii. We will do 3 dancers per month, 1 each from Caydence, Jodi, Reanna with a total of 24 dancers. One Tiny Dancer, Performance and Competitive per month.
- iii. Sable motions to keep the cost for DOTM at \$500 for this year. Chelsea seconds.

h. Assistants/Demonstrators **TABLED**

- i. We have a few assistants lined up, it would be ideal to have 2 more lined up for the younger jazz classes on Monday and Tuesday with Miss Caydence.
- ii. We are so appreciative of the dancers who have volunteered this year and in the past.
- iii. We discussed ideas to show appreciation this season.

i. Building Repairs/Maintenance

- i. Jen and Julie will continue to communicate regarding maintenance and repairs, then Julie will bring items that need to be discussed further to the board.
- ii. Items that need fixed/replaced: 2 burnt out LED lights, 2 mirrors, flooring on steps.

4. Director Updates:

a. Studio:

- i. Kara came on Sept. 10/11. She completed two lyrical groups and multiple solos and a duet.

- ii. Georgina is scheduled to come Oct.15/16, there has been a recent update that some dancers have another commitment that weekend. Jen is currently communicating with Georgina to see if she has another weekend available.
- iii. Bailey will be here in November to complete solos.
- iv. Hip Hop we are still trying to get a few more dancers.
- v. Adult classes have great numbers so far.
- vi. Instructors using Jackrabbit for attendance is working great.
- vii. Some classes are needing adjustments to class times, jen will update the schedule and share when completed.
- viii. The younger tap class numbers are not great, Jen will update us with whether this class will run or not.
- ix. Reanna shared that it was a really fun first week and she is excited for the year.

b. Fundraising:

- i. Cookie dough is going out September 26th and coming back in for October 11th. Set to arrive October 27th.
- ii. Ladies night out is tentatively booked for October 28th. Planning is currently happening, but there is a possibility of it not happening.
- iii. Purdys November 7th-21st. Set to deliver in the first week of December.
- iv. We are still waiting to hear back from the photographer whether we can get all the group photos to use for a calendar.

c. Costume/Apparel:

- i. Yard sale/ swap went great.
- ii. Center stage was busier this year than last year.
- iii. Apparel line should be ready for November 1st. Tara will plan a fit night.
- iv. Idea of having a solo swap, more info to come.

d. Performance:

- i. Please forward any ideas regarding photographers for the 22/23 season to April.
- ii. Fees are all confirmed for the upcoming festivals.
- iii. Currently working on booking hotels, Camrose is very limited.

e. Treasurer Report:

- i. Insurance has gone up in cost this year, cheque is in the mail.
- ii. We have multiple families paying fees in full for the year.
- iii. A few families have sent EMTs instead of cheques this year, when they have completed their commitments, Mikia will transfer the money back to them.
- iv. August: Income - \$12,635.94 Expenses - \$5,716.11
- v. Budget meeting is planned, we need to have monthly reports going forward.
- vi. Idea of having separate savings accounts to separate costume and festival money.

f. Registration:

- i. Lisa & Rachael have sat down a couple times, they have decided to split the registration responsibilities for the season.
- ii. They created new categories to be able to separate costumes, festivals, etc...
- iii. Solo/duets and specialty groups are all up to date.
- iv. 90% of dancers have forms and cheques handed in.

g. Communications:

- i. Sable motions to spend \$40 to advertise Hip Hop and Tap for 2 weeks on the billboard. Karlene 2nds.

h. Vice-President:

- i. Dance class representatives - looking for a parent from Inter 2 & Advanced, all other competitive groups have a rep.

i. Secretary: Nothing to report

j. President: Nothing to report

5. Round Table:

- a. Questions regarding the specialty groups studio time allotment and fees.
 - i. We need to finalize Kara's plans and create a final budget. Our goal is to be transparent and hope that everyone feels comfortable to ask questions
- b. Question regarding dancers being both on and off stage during a performance.
 - i. Choreographers have creative freedom in creating their routines. To create visual interest and varying dynamics you may see dancers enter and exit during a routine. Sometimes mixed groups may be split during the routine also.
- c. Question regarding amounts in the handbook.
 - i. We realize that costs are different when it comes to extra numbers, there are a lot of factors into that price. Instructor experience and training, also travel & hotel for guest choreographers.
 - ii. Next year when putting the info out for solo/duet we will have a section asking about the family budget for the extra number. Karen has offered to create a google form that parents can fill out.
- d. Questions regarding placements:
 - i. These decisions are made between the instructors and the studio director. Some movement has happened already this year and those decisions have been made by the instructors.

6. Next meeting: Sunday October 23, 2022 @ 6PM

7. Adjournment of meeting: meeting adjourned by Julie at 9:06 PM.