

# Meeting Minutes - **Slave Lake Dance Creations Society**

February 26th, 2023

**Location:** Dance Studio

**Meeting Type:** Executive

**Board members in attendance:** Karlene Ching, Jennifer Hansen, Sable Seppola, Karen Dana, Julie Hunt, April Garon, Tara Maitland, Chelsea Saluk, Melissa Baxter(SC)

**Board members absent:** Rachael Bellerose

**Members in attendance:** Veronica Ching

## **Agenda Items:**

1. **Call to order:** Meeting called to order at 6:05 by Julie.
2. **Adoption of last meeting minutes:** Karen motions to adopt the January 15th, 2022 minutes, Tara 2nds.
3. **Discussion Topics:**
  - a. **Election of new Registration Director**
    - i. Veronica Ching has brought her name forward.
    - ii. April motions to accept Veronica as the new registration director for the rest of the 22/23 season. Tara 2nds. All in favor.
    - iii. Veronica accepts the position.
4. **Director Updates:**
  - a. **Studio:**
    - i. Instructor plans for festivals are that Jodi will be the main person at all the festivals and Reanna will also be present when she is available. Reanna and Jodi are still discussing the final details and will have a solid plan in place soon.
      1. Instructors request that parent volunteers for festivals also help with dress rehearsal. This way the "Stage Parents" will be able to have information explained and understand the duties before festival time.
    - ii. Update on instructor training - Caydence has some training left to complete, she intends to have it completed by the end of March.
    - iii. Lyrical update - Kara is coming on March 12 to finish practices.
      1. We are working on final numbers for the cost of lyrical from the guest choreographer this year.
    - iv. Jen has a teacher meeting planned for this week.

**b. Fundraising:**

- i. We are needing to cancel all fundraisers that require an AGLC license, we are still waiting to complete the application.
- ii. We received a \$169.37 bonus cheque from Purdys
- iii. Courtesy vehicle brought in \$400 plus tips.
- iv. Kernels popcorn brought in \$2118.26, this fundraiser went over very well.
  1. Sable motions to pay for Chelsea's gas and the Uhaul rental to pick up the popcorn in Edmonton, Karlene 2nds.
- v. Chelsea is currently organizing a Krispy Kreme fundraiser to replace the raffle.
- vi. All families who have not yet handed in a fundraising cheque are being contacted with an email notifying them of their options going forward.

**c. Costume/Apparel:**

- i. All costumes are in with the exception of one solo costume. The executive spreadsheet is updated with conversions, shipping and customs included.
- ii. Tights order forms are out.
- iii. Costumes will be handed out during parent watch week, March 6-10. Emails have been sent to families who have outstanding fees.
- iv. Apparel order forms will be out next week.
- v. Look books are currently being made and posted to jackrabbit.

**d. Performance:**

- i. Recital.
  1. Planning meeting scheduled for next month.
  2. We want to plan to get a group picture of ALL of our Dance Creations dancers.
  3. We are planning to have both recital shows on one day. This allows all of our teachers to be present for the whole recital.
- ii. Live to Dance is coming up March 26th.
  1. This is a local festival run by Miss Reanna. There is a workshop/masterclass open to everyone and Solo/Duets/Trios will perform and be given feedback.
  2. This will be used as the dress rehearsal for Solo/Duets/Trios.
  3. We need to confirm registration plans with Reanna. (The studio will register all dancers with extra numbers for this event and invoice the families.)
  4. Jen will contact Reanna to get the information needed about the Live to Dance event to share with our dance families.
  5. We will try to find a fundraiser for families taking part in Live to Dance to help lower fees.
- iii. Festivals are all finalized and schedules are out, some questions have come to April and she has answered them all the best she could.

**e. Treasurer Report:**

- i. Nothing to report

**f. Registration:**

- i. Julie and Veronica will be getting together next week.

**g. Communications:**

- i. Emails coming out for parent watch week, alternative schedules for dress rehearsal and festival weeks.
- ii. Sable will put out a dance parent request for a handyman/woman who is willing to help with any of these maintenance needs.

**h. Vice-President:**

- i. Gym rental: Jen will talk to Jodi about using the school gym to practice the large groups before festivals. This will happen during their regular scheduled class times.
- ii. 21/38 competitive dancers have completed their family commitment time.
- iii. 11/34 performance dancers have completed their family commitment time.

**i. Secretary:**

- i. Maintenance Requests:
  - 1. Broken mirrors
  - 2. Lights need installed
  - 3. Stair runners need glued on, flooring on the stairs
  - 4. Buttons on the door lock are getting sticky
  - 5. Downstairs bathroom
- ii. Executive planning calendars are created and being used. This will help with planning for future seasons.

**j. President:**

- i. Currently working on the trip email for New York and Dance Disney options.

**5. Round Table:**

- a. The idea of a DC team slogan or chant is being tossed around. We will have the instructors involved and maybe throw out some ideas.
- b. Moving forward we will create contracts with our dancers taking part in extra dances. This will help have all information in one spot as well as black and white expectations for taking part in a solo/ duet or trio.
- c. We will put parent meeting info onto jackrabbit and set days/times for parent watch/ festival meetings and share that with everyone.
- d. If the videographer will only do the digital files, could we ask him for a reputable website where people can get them put onto DVD's?
- e. Summer Camp/ Intensive and pre-registration to be added to the March agenda.
- f. Teachers have completed the dress rehearsal schedule and it will go out next week.

**6. Next meeting:** Sunday March 19th, 2023 @ 6PM

**7. Adjournment of meeting:** meeting adjourned by Julie at 8:38 PM.