

Meeting Minutes -
Slave Lake Dance Creations Society
July 25th, 2023

Location: Dance Studio

Meeting Type: Executive

Board members in attendance: Karlene Ching, Sable Seppola, Julie Hunt, Tara Maitland, Chelsea Saluk, Veronica Ching, Reanna Maitland(left after studio report)

Board members absent: Rachael Bellerose, Karen Dana, April Garon

Agenda Items:

1. **Call to order:** Meeting called to order at 6:09 by Julie.
2. **Adoption of last meeting minutes:** June minutes will be accepted at the next meeting.
3. **Discussion Topics:**
 - a. **Action List** -Carried forward or from June 7, 2023
 - i. Glassman- Karlene is asking for clarification on what to do with the mirrors. We will go ahead with replacing both. Karlene will call him to get it done before September. Tara motions to spend the quoted amount of \$1575, Veronica 2nds, all in favour.
 - ii. Remove cell number from the sign once the cell phone is cancelled.
 - iii. Cancel cell phone, Rachael not at the meeting, phone needs to be cancelled before August bill.
 - iv. Get online access to Servus- Karlene got online access to Servus account. This account will be cancelled once we can get a credit card from ATB.
 - v. Find 3rd Festival - found and booked
 - vi. Make post thanking Jen - Sable is going to do it tonight.
 - vii. Ad for studio cleaner and maintenance, Sable will advertise.
 - viii. Schedule a meeting with the landlord - Julie asks that we make a list as Jen has requested we put together a list of what needs to be fixed.
 - b. **Appointment of Artistic Director for the 2023/2024 season** - Sable motions to appoint Reanna Maitland as the Artistic Director for the 2023/2024 season, Karlene 2nds, Reanna accepts.
4. **Director Updates:**
 - a. **Studio** - Reanna reported
 - i. She will review contracts in the next few days.

- ii. Cadence will not be teaching this year, Reanna is looking for a back up, she will be looking for another performance teacher. She is asking that the teacher have a level 1 dance course. She doesn't want us to advertise at this time, she has some possible candidates and will reach out.
- iii. Reanna and Jodi's schedules are complete - Reanna will begin to add dancers into classes and create a tentative schedule for performance classes as well.
- iv. Georgina is working on a proposal for the season, she will finalize it when she gets back from holidays. This contract can be used for our other guest instructors as well.
- v. Jade cannot commit to weekly, but could commit to being a guest instructor. She feels this is the best option, but then we wont be able to offer hip hop as a weekly class.
- vi. Taryn is thinking of an October start date for tap, she is interested in 2-3 hours a week max as per Julie. Reanna is waiting to hear back from her and confirm.
- vii. Reanna asked for clarification regarding Miss Madi, the studio would love to work with her as a guest instructor.
- viii. Applications for solo/duet/trio will be emailed to all dancers registered in Jackrabbit 2023-2024 by August 15th. Veronica will email the application to new registrations until Aug 15.

b. Treasurer:

- i. Nothing has been submitted at the time of the meeting, financials will be reviewed and accepted at the next meeting.

c. Registration:

- i. Classes have been added to Jackrabbit, Reanna will be adding the dancers into respective classes.
- ii. Veronica will be reaching out to Jackrabbit to figure out how to do annual billing.

d. Fundraising:

- i. Nothing to report
- ii. Travel committee and the studio will work closely to make sure their fundraisers dont conflict.

e. Costume/Apparel:

- i. Tara has been researching costume complaints and there are a lot that we have accounts with that have flat rate shipping rate and no duties. She will be looking at getting catalogs. Tara will ask the teachers to look at these specific companies and also ask them to be budget conscious.
- ii. Tara reached out to the 2 companies regarding a pop up shop, we would like to plan a yard sale for the week before the pop up. Tara will try to finalize dates and will email the board everything.
- iii. Apparel - getting mockups to get feedback from the board.
- iv. Paid invoice for apparel by Teegan, we are moving on.
- v. Tara would like to sell extra costumes from upstairs.

f. Performance:

- i. April is waiting for 1 hotel block, then information will be emailed to the parents when all class movements are complete.
- ii. There was a little confusion with the recital videos, April has asked Bill for a written quote for next year and has given him the 2024 recital date. Charging the recital fee this upcoming season should cover the cost, if it doesn't then maybe this is somewhere we can put fundraised money to cover the remainder.
- iii. Slave Lake Mental Health is doing a program parade at the MRC on September 9th of all the clubs to show what the town has to offer. It is free, they are asking if we would like a table and if we would like to perform. This is a yes and we will talk to Jodi to see if she will choose which groups/ extras to perform.

g. Communications:

- i. Sable would like the open house, pop up, yard sale dates and time so she can begin advertising.
- ii. Advertise for cleaner and maintenance, asking for them to send us their rates. Maintenance is based on our landlord meeting.
- iii. Post a thank you and goodbye to Jen Hansen, remove Jen from communications.
- iv. Photo pick up, Sable will communicate with April to set a date.

h. Vice-President:

- i. Nothing to report

i. Secretary:

- i. Shared doc has been created for the new season and will be emailed soon.
- ii. Canva is set up for the studio use and we can all have accounts, we will get them set up asap.
- iii. Karlene is looking for the group picture to submit a thank you to the local newspaper.
- iv. Asking for clarification on the sign off forms and code of conduct. We will still require signatures. Karlene will update the forms.

j. President:

- i. Julie now has all the information to submit a request for our AGLC license, since the financials from 2021/2022 have been approved.

5. Round Table:

- a. Discussion about open house.
- b. Chelsea and Veronica would like to come in and build changerooms and tidy before classes start in September, we will send out a text to the board.

6. Next meeting: Wednesday August 22nd, 2023 @ 6:00PM

7. Adjournment of meeting: Meeting adjourned by Julie at 9:00 PM.