

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 August 21st, 2022 minutes with the change to (4.d.i.1) 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.