

Meeting Minutes -
Slave Lake Dance Creations Society
May 15th, 2022

Location: Dance Studio

Meeting Type: Executive

Board members in attendance: Karlene Ching, Sable Seppola, Jennifer Hansen, Alyssa McSweyn, Mikia Wilgenbusch, Karen Dana, Rachael Bellerose, Julie Hunt, April Garon

Board members absent: Tara Maitland

Agenda Items:

1. **Call to order:** Meeting called to order at 6:07 by Julie.
2. **Adoption of last meeting minutes:** Mikia motions to adopt the April 10th, 2022 minutes, Karen 2nds.
3. **Discussion Topics:**
 - a. **Year End Windup:**
 - i. We will host a Year End Wrap-Up Party with dancers and instructors at the studio on Wednesday June 1st. 5-7PM
 - ii. We have 12 pizzas that can be used, we will ask parents if they can help with ovens. We will also cook hotdogs.
 - iii. Karlene & Karen will plan games, Mikia purchase gifts, Julie bringing desserts.
 - b. **Pick dates for staff meeting and AGM:**
 - i. Staff Meeting -
 1. will be held June 8th at 6PM. All executive members and all confirmed instructors for next season will attend.
 2. Update handbook, bylaws, and choose festivals to be completed in time for AGM.
 3. Karlene will have a studio calendar outline of the 22/23 season prepared for this meeting.
 - ii. AGM -
 1. Will be held Monday June 20th, 2022 at 6PM both in person at the studio and through zoom option.
 2. Upcoming openings are: Treasurer, Communications Director, Performance Director, Fundraising Director, Registration Director & President.

3. All existing executive members shall go over their role in the bylaws and make notes; what worked, what didn't, how can we change it and make things move more smoothly.

c. Summer Dance Intensive:

- i. Discussion about Summer dance intensive.

d. Give back ideas: TABLED

- i. Beach clean up? If anyone ever has ideas of how we can give back to our community please bring them forward.
- ii. Newspaper and facebook thanks to the community.

4. Director Updates:

a. Studio:

- i. Confirmed Instructors for 2022/23 dance season: Jodi, Reanna(Mon/Tues), Taryn for tap. Instructor wishlists have gone out and we will have more information soon. Some guest instructor ideas are coming soon as well.
- ii. We will reach out locally for a teacher to teach the younger kids.
- iii. Student teacher course is running August 20-22, 2022 at Edmonton School of Ballet. Interested dancers must be 15 years of age or older, cost is \$600. There is a possibility that the society will cover the cost of course enrollment once the student teacher has completed a season of teaching with Dance Creations.
- iv. Jen is looking into the online courses for instructing as well.

b. Fundraising:

- i. March - Little Caesars brought in \$1044
- ii. April - Calahoo brought in \$ 3084
- iii. May - Recital brought in approx \$5000

c. Costume/Apparel:

- i. Lanyards should be here this week and instructors can hand out during classes.
- ii. Performance hoodies have been ordered, these are covered by the donation from the Ice Breaker Hockey Game.
- iii. Hoodie order for everyone else will be available until May 19th. Hoodie and crewneck sizers are at the studio to try on.

d. Performance:

- i. Sharing the Red Deer rules and regulations with Sable so she can share out.
- ii. Videographer cost was \$1942.50 (price includes mileage) + \$ 119 for the hotel. We sold 24 orders covering \$960, the remaining \$1101.50 will come from fundraised dollars. We discussed the idea of having a recital fee applied to everyone and then we can send the digital copy to every dancer for the season.
- iii. April will contact the photographer to see if we get digital copies of the group photos to put into the plaques.

e. Treasurer Report:

- i. April - Income: \$6472.67 Expenses: \$15,210.86
 - ii. Fundraising Total brought in so far \$15,333.00
 - iii. Mikia will scan or email her monthly report so we can attach it with the monthly minutes.
- f. Registration:**
- i. Will get the costume breakdowns completed and posted.
 - ii. On registration nights we will bring a computer to help people do registrations or they can do it on their phone. We will ask for the 2 cheques and have them fill out the sign off forms. Also explain that the cheques and forms must be handed in before their dancer can come into classes.
 - iii. When looking at the bylaws and handbook for next year, we will change the time commitment for performance levels from 5 hours down to 3hours.
- g. Communications:**
- i. Will post info regarding the AGM.
 - ii. Update the website.
- h. Vice-President:**
- i. Currently working on finalizing the time commitment list.
- i. Secretary:** Nothing to report
- j. President:** Nothing to report

5. Round Table: Nothing to report

6. Next meeting: Sunday June 8, 2022 @ 6PM (Staff Meeting)
Monday June 20th, 2022 @ 6PM (AGM)

7. Adjournment of meeting: meeting adjourned by Julie at 8:48 PM