

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

June 4th, 2023

Location: Dance Studio

Meeting Type: Executive

Board members in attendance: Karlene Ching, Rachael Bellerose, Karen Dana, Julie Hunt, April Garon, Tara Maitland, Chelsea Saluk, Veronica Ching

Board members absent: Jen Hansen, Sable Seppola

Instructors in attendance: Reanna Maitland, Jodi VandenHeuvel

Agenda Items:

1. **Call to order:** Meeting called to order at 6:05 by Karen. (Julie arrived at 6:40pm)
2. **Adoption of last meeting minutes:** Rachael motions to adopt the April 16th, 2023 minutes, Veronica 2nds.
3. **Discussion Topics:**
 - a. **Meeting with Instructors:**
 - i. Planning for next season.
 - ii. Year end wind-up: Wednesday June 7th. Performance 5-6 @ studio, Competitive 6:30 @ the beach.
 - b. **Action List**
 - i. Completed
 - c. **Bylaws**
 - i. Read through and made changes on May 7th.
 - d. **Rules & Regulations**
 - i. Read through and made changes on May 7th.
 - ii. Planned the schedule with Instructors.
 - iii. Veronica motions that all fees past 1 hour are raised by 5%. April 2nds. All in favor.
4. **Director Updates:**
 - a. **Treasurer Report:**
 - i. There is a chance that we can have other emails attached to the bank account. For the purpose of sending money to fundraising or apparel and keeping it organized. Jackrabbit will be used for this as well.

- ii. Karen motioned to accept the financial report for April as read. Karlene 2nds, All accept.
- i. Income: \$21,551.83 / Expenses: \$834.12
- ii. We will need to set new signers for our 2022/2023 auditors as well as for 2023/2024 at the AGM.
- iii. Veronica makes a motion to change the financial auditor from 2021/2022 Alyssa Johnson to Julia Hunt, Karlene 2nds.

b. Registration:

- i. Veronica updated the board of all charge adjustments and credits made on jackrabbit. April motions to accept. Karlene 2nds.
- ii. \$405 in write offs, they will stay on the accounts and need to be paid when they return.
- iii. Lots of registrations have been coming in already. 3 new families so far.
- iv. Veronica has done up a welcome letter that she will email to families over the summer.

c. Studio:

- i. Jennifer Hansen has officially stepped down from the Studio Manager position.
- ii. This position will be changed to Artistic Director moving forward.
- iii. We will fill the position at our first meeting after the AGM.

d. Fundraising:

- i. We had 12 families not complete their fundraising requirement. At this point their cheques will be cashed or EMT will not be returned.
- ii. Recital fundraisers did well. Still working on gathering info to find the final profit.
- iii. There were quite a few roses left over, so we delivered them to Points West and Vanderwells as a gift.
- iv. CONGRATULATIONS to the Kelsey Hudyma Family on winning a paddle board! The top two earners from each fundraiser we did this year went into a draw.

e. Costume/Apparel:

- i. Plan a bulk order of specific bodysuits and tights at the beginning of the season.
- ii. Idea to purchase hair supplies to sell at the studio and run a bun making class was brought forth.
- iii. Waiting for the final invoice and a few missed orders from Teegan.
- iv.

f. Performance:

- i. Summer Camp/Intensive:
 - 1. For now we are going to hold off and make plans for next summer, possibly try a PD day camp during the season.
- ii. Dress rehearsal is booked for March 19th & 20th, 2024
- iii. Recital is booked for Saturday, May 25th, 2024
- iv. Live to Dance - Solo/Duo/Trio festival is March 23rd & 24th, 2024

- v. Festival options:
 - 1. Shyanne April 18-21, 2024, Edmonton, Allard Hall, paid parking, falls on a PD day. 8 hours for competitive,(Grand Champs - June 1st, Edmonton)
 - 2. Heartbeat May 9-12, 2024, Fort Sask, PD day, solo showcase is set for the Monday, 7 hours for competitive.

g. Communications:

- i. Working on AGM notice and advertising for pre-registration.

h. Vice-President:

- i. Karen will get her list of who has not completed their volunteer time to the treasurer.

i. Secretary:

- i. Karlene will look into the tradeshow and get info to the board.

j. President:

- i. Julie will schedule a meeting with our landlords.
- ii. The itineraries for the trip options are completed and a survey will be sent out next week.

5. Round Table:

- a. Budget needed for a studio vacuum and a speaker for festivals. Julie motions to budget \$400 for a speaker. Karlene 2nds. Karlene motions to budget \$300 for a stick vacuum. Julie 2nds. We will watch for sales in the next couple months.
- b. Groundskeeper: Plan to create a budget for hiring people to mow the lawn, snow removal. We will talk to a few people about this.
- c. Studio cleaner: Plan to advertise for a cleaner, then have parent volunteers to help with nightly tidies including taking out garbage, tidying the lobbies, wipe handrails etc...
- d. Discussion about making some changes to the studio:
 - i. Creating an instructors area with a mini fridge, microwave and coffee maker.
 - ii. Maybe add some square cubbies to give more space for dancers' belongings.
 - iii. Adding changerooms.

6. Next meeting:

- a. Monday June 19th, 2023 (AGM) 7:00PM
- b. Wednesday July 12th, 2023@ 6:00PM
- c. Wednesday August 9th, 2023 @ 6:00PM

7. Adjournment of meeting: meeting adjourned by Julie at 9:40 PM.