

**Minutes of NBDS Board Meeting
held on Sunday October 6th, 2019
at 1620 Townsite Road, Nanaimo**

Board members present: Carol Fleming, Andy Mundy, Stephen Gower, Nelson Wong, Deborah Wilson, Vicki Linfitt, Andrew Croll, Stephen Gower

Apologies for absence: Sarah Au-Yeung

Meeting called to order & commenced 1.05pm

Previous meeting minutes, matters arising.

Suggestion to join Nanaimo Arts Council – deferred to **Sarah Au-Yeung for action.**

The suggestion that Bowen dances become part of the Nanaimo parks & recreation program was taken to them by Nelson, but they did not want to do that.

Nelson enquired with Bowen regarding upgrading the sound equipment there. Bowen has plans to update in 2020, so no further action is required by us. We will review it after the upgrade.

Treasurer: Stephen Gower. Nothing has changed since AGM. We made a small profit at the anniversary dance and there was \$132.75 profit from the bar

Noted that the general account never brings in enough money to pay administrative expenses, e.g. insurance, web site costs, practice costs, etc. Surplus funds need to be transferred from the IFB account to cover those expenses and we do need a certain amount of operating capital. Suggestion to transfer \$5000 to the general account to see us through the year, which should be sufficient. Noted that practice sessions must be paid 3 months in advance.

Deborah gave Stephen a cheque for \$5000 for that transfer.

Depreciation of equipment raised by Nelson. At the AGM it was suggested that audio/visual equipment originally worth around \$17,000 is now only worth \$600. Discussion on inventory of equipment to be listed.

Vicki has a list of equipment from a few years ago (somewhere) but it needs to be updated. Deborah volunteered to inventory at Nanoose. Tina has already volunteered to do Bowen.

Action by Deborah. **Action by Tina.**

Committee chairs

Discussion on structure of Bowen dances committee. Last year's set up was too general so we need to be more specific in the roles that volunteers play.

Xmas dance 2019 – chair Vicki Linfitt

Spring Fling dance 2020 – chair Carol Fleming

Anniversary dance 2020 – chair Andrew Croll

General dances – Carol & Andrew will seek volunteers for door, set-up & snacks. Nelson to look after booking of venue. Dancers will be encouraged to bring snacks to share.

Nanoose dances. There is a small core group who continue there on a regular basis, but we do need successors for Stephen & Elaine who have done it since 2006. They will continue for now and will ask the Board if help when needed.

Dates for 2020

Nelson suggested holding the 2020 anniversary dance at Halloween since October 31st falls on a Saturday. **Nelson to book Bowen for October 31st.**

Dates agreed on:

January 18th Nanoose

February 7th Bowen

February 22nd Nanoose

March 7th Bowen

March 21st Nanoose

April 3rd Bowen

April 18th Nanoose

May 2nd & 3rd IFB

May 23rd Nanoose

June 5th Bowen

June 20th Nanoose

July 17th & 18th Dance Fest at Lighthouse Community Centre

August 14th Bowen

September 4th Bowen

September 19th Nanoose

AGM September 20th in afternoon 12.30pm

October 2nd Bowen

October 17th Nanoose

Anniversary Dance October 31st at Bowen

November 21st Nanoose

December 5th (or 12th) Christmas dance at Bowen (depending on availability of venue – to be confirmed)

December 31st NYE at Nanoose

Action Nelson to book Bowen.

Action Stephen to book Nanoose.

Action Andy to update calendar on web site when bookings are confirmed.

Pre-dance workshops & DJ's

Following suggestion made at the AGM, discussion on back-up for dance music. Stephen has an unused laptop we could use as a back-up which could be retained with the door bag, so move between venues for each dance. Existing NBDS music currently on CDs could be burned onto the laptop for DJs to use.

Discussion on paying for DJs, entry to dinner/dances for DJs, and difficulties experienced by DJs.

Agreed we should allow complimentary entry to dinner dances for DJs.

More DJs are desperately needed. We do have the CD music library, although some of the music is a little dated. Nelson & Andy volunteered to mentor new DJs if they require it, notwithstanding new DJs should be given some direction, possibly shadowed by an experienced DJ at their first dance.

Sarah to publish appeal for new DJs in the next e-News.

Other committees:

Membership – Keith Wilson has volunteered to continue with membership records, etc.

Ticket sales – Sara Treutler has volunteered to continue to co-ordinate ticket sales.

Website maintenance – Vicki Linfitt & Andy Mundy continue to update the website.

Dance Floor News – Andy Mundy will continue to publish it.

Librarian – Bruce Joiner has agreed to continue to maintain the library.

e-News – Sarah Au-Yeung has agreed to continue publication.

Marketing & Promotion – Sarah Au-Yeung.

New business:

Discussion on reapplying for 50/50 tickets licence. It is a valuable tool which helps to pay workshop fees. Agreed we should reapply. Stephen, Carol & Barb are current names on the licence (it requires three). **Stephen will apply for the licence**; Carol's name still to be on there; Andrew will if Barb won't.

Note for Stephen to contact Barb.

Discussion on renewing special occasion licences. This is required for each occasion we have a bar. The deadline for SIR reapplications is September 2020. All current SIR holders will need to re-apply. Andy agreed to do SOL (private event) for NYE. **Action Andy.**

Discussion on the volunteer draw at AGM. It was agreed the current system of a complimentary ticket to a dinner/dance for four volunteers with the most hours was fine in principle but did not reward those who did not or could not volunteer more than a few hours, neither did it encourage those same people to volunteer, since it only allowed one person to be awarded a ticket in the random draw. It was agreed to continue with 5 complimentary tickets, **all** of which should be entered in the random draw. There should be one "chance" in the random draw for each hour volunteered, with a minimum of 10 hours and a maximum 200 hours. Volunteering to help take down after a dance a few times and volunteering for the door once or twice would easily gain 10 hours.

We should also give 3 hours to each person attending the AGM as an incentive to attend. Since the random draw needs to be set up beforehand, AGM attendance would be carried over to the following year. This may also encourage people to renew their membership so they can attend next year.

There will also be a draw at the Christmas dinner dance for complimentary Dance Vision subscriptions. Minute to Keith Wilson for his attention and information. **Action Andy** to bring to Keith's attention.

Sarah to publish incentives for volunteers in e-News.

We should list decisions and outstanding actions at meetings, and between meetings by email, for easy reference at the following Board meeting. **Action Andy** (as Secretary).

Next meeting: at Nanoose – November 24th **Action Stephen** to book the room and confirm.

3.00 pm – Meeting adjourned.