

PERTH INTERNATIONAL DANCE

Committee Meeting Draft Minutes

12.45 pm Saturday 6th April 2019
@ Jenny & John Bardill, 20 Browne St, Subiaco, Tel: 9381 5235

Committee Members:

John Bardill	President	Eve Blair (EB)
Jenny Bardill	Vice President	Louise Scott (LS)
John Whaite	Treasurer	Paula Schneider (PS)
Martin Williams	Secretary	Trish Eyre (TE)

1. Apologies

No apologies

2. Acceptance of minutes of 16 February 2019 - President to sign for file

Moved by Trish Eyre seconded by Paula Schneider

Endorsed by Committee and signed by John Bardill; for file.

3. Matters arising from the previous minutes – 16 February 2019

Source suitable cheap radio microphone for teaching (JW) - *roll over*

Collect Objectives, Guidelines and Checklists to apply a common look & feel, promote and publish. To incorporate this into the Secretarial rôle. (MW) - *some action - work in progress*

Identify key emailed correspondence items and amend standard agenda (MW) - *close - now included as a standing item.*

Consider how to manage and utilise the available funds - approx \$10,000 (All) - *ongoing*

Send a polite Membership renewals reminder before the end of February (JW)- *close - complete*

Louise to explore with her employer, TAFE, to offer introductory dance course sessions to her international students. Insurance to be covered by TAFE. (LS) *on-hold*

Ask the Polish Group if they have dances more suitable to our Group (TE). *ongoing but frustrating.*

Promotions - banner. TE to ask Polish Group the source and cost of doing the artwork on their banner. (TE) TE reported that their banner was designed by the groups choreographer, Melissa Lejman. TE is still trying to make contact with her. *ongoing;*

Promotions - collate spare Grapevine copies and use with bookmarks in new dancer packs. (PS) - *close - this is ongoing*

Re-circulate FDA schedule for Marius Ursu visit. (MW) - *complete*

Rules of Association: Secretary, to organise Special General Meeting (MW) - *complete*
Some discussion re the endorsement of the Special General Meeting minutes. **It was agreed** to put this on the Agenda for the next AGM. **(Action - MW)**

Survey the Committee re the name for 5th Monday nights (JW) - *complete - new name is "Dancer's Choice".*

Add endorsement for all life memberships to agenda for the next AGM; Agreed **(Action MW)**.

4. Correspondence In

- Snail mail/printed items
 - Invitation and programme for 'Have a Go Day' - **MW to scan and circulate:**
- Email 'decision' items
 - Note the submission of the Rules of Association on 1 April with payment of \$31.52 (no GST) and the receipt of the completed Form 5. Awaiting acceptance - allow 30 days.
 - It was **agreed** not to define criteria for free sessions/membership in cases of financial hardship; decide by circumstance. Agreed to let David Gholami dance free until he finds employment,
 - Not promoting the sale of Pam Massey's garden shed through PID emails.

5. Committee - including Policy and Procedure

- Committee member availability for 2019 - no updates.
- **It was agreed that** Any reduction or waiver of fees/session payment to be subject to review by Committee on merit as situations arise.

Noted that MW will be away for 5 June meeting. TE confirmed as acting Secretary

6. Treasurer and Financials

Treasurer's Report

- New Member applications - **three approved**
 - Louise Thorpe
 - Mary Woodward
 - Michelle Goldblatt
- No Significant or unusual payments
- **Current cash** about \$11,000
- Membership stands at 53 48 paid and 5 life-members
- JW referred to the overhead when session payments are made through direct bank transfer; Some discussion re options and available devices for real-time payment, particularly with any move to a cashless society. **Action:** JW to check with the bank(s) re options and devices available - suggested by EB and supported by Committee.

Treasurer's report approved - moved PS; seconded LS

7. Teaching Roster

- The following were **noted:**
 - Eve not available Easter Monday - this was a designated "Dancer's Choice" day. Eve will teach 29 May - after Fairbridge. This is 'International Dance Day'; worth announcing.
 - No change necessary to the calendar. Web may need changing.

8. Events

use calendar

Honouring André van de Plas - 2019 what next?

Significant discussion re suitable events and dates for honouring André van de Plas and the next steps. Card sent to André's sister 26 Feb. Summary of feedback from a survey of members was noted and discussed.

Noted that selected André dances are being revisited by teachers in dance sessions.

The following were agreed:

To hold an André commemoration workshop event over the week-end 5/6 October, covering:

- (TE proposal) Invite Kaye Laurendet to visit Perth for the 5/6 Oct - she is available:
- Pay her air-fare (?\$600); offer home-stay accommodation (agreed by EB - subject to her house renovations).
- Ask Kaye to teach from the 2019 dance programme.
- Ask Kaye what her teaching fee will be.
- Enquire if video and/or printed dance note material will be available
- Cancel the hall booking for 29/30 June and book for Oct 5/6. **JB**
- Contact Folk Dance Australia re printing some copies of Footnotes #170, the commemorative André edition - our membership precludes us circulating it to members. Advised by email that we can print a number of copies in view of the subject. **Action: MW** to survey members for interest in a copy - for a gold coin donation.
- One copy of Footnotes #170 placed on the notice board - thanks to LS. This includes an article from PID - thanks to Eve. Also short entries from JW and from MW.
- Publish a copy of Grapevine to coincide with the week-end 5th/6th October

General **action** MW to continue to liaise with Kaye Laurendet and to confirm arrangements for her visit.

- Other Workshops and Theme nights
 - 29th July (Labour Day); Eve suggested using this to focus on André's dances.
 - 30 Sept (Queen's Birthday) - use this as a theme nights with a focus on Macedonian. **Action** John B to ask Tuna to approach the Macedonian dance group to join us for a theme night later this year. Monday 30 Sept, the Queen's Birthday holiday, is available as a suitable date.
 - Further Polish Workshop (TE) - on-hold, work in progress. General feeling was that there is little enthusiasm for this.
 - Australian visit by Marius Ursu Romanian folk dancer- Noted that PID has committed to this with Folk Dance Australia; 26-30 March 2020 has been agreed. It was **agreed** that PID should focus on this workshop for 2020.
 - Maurits and Tineke van Geel - proposed tour - 2020. Some discussion whether this was still scheduled - Australia does not appear to feature their web-site.
- International Dance Day - 29 April 2019 - **noted** - worth an announcement. No action.
- Introductory Classes / Beginners' Course – JW advised that attendance is stable at 4 regulars. Breaking even but teacher is not being paid!
- Advanced Classes not a lot of action this year - the March session was taken over by rehearsals for an Albany performance - see also later item.
- Youngsters' session - at Nedlands as part of Saturday session; 11:15 am -11:45 am for 3 weeks. First session completed on the morning of the meeting. Next sessions 13/4/19 & 20/4/19. Some discussion over the last date on Easter Saturday. **Action** - check dancer interest in Fairbridge Saturday session and advise Michelle so she can finalise her teaching schedule. Thanks expressed to Michelle Goldblatt.

- Future Performances and Requests
 - Fairbridge 2019 - PID will not be represented at Fairbridge. PS raised the possibility of doing a Flash Mob; possibly for other situations.
 - NFF Canberra 2019 - JW confirmed that he is still organising.
 - Swan Festival - Saturday 4 May. Our performance has been confirmed. Stage is 6m by 6m. Rehearsal on Monday 15 April commencing 6pm before dancing.

8. Promotion and PID Image

- **It was noted** (MW) that various retractable banners are available from United Media in Osborne Park ranging from \$120 to \$150 and above - depends on weight and quality. They can also do art work.
- No specific vote but it was **agreed** that PID does need a Promotion Strategy document. **MW to draft**
- Web Pages - material on PID-Web looks good - no specific issues identified.
- PS advised that she expected to call a Promotions Sub-Committee meeting shortly.
- Noted that more bookmarks have been printed. Used at Albany.

9. Other Business

- **Rules of Association (RoA)** - MW advised that following the Special General Meeting on 18 March the Rules of Association were lodged on-line on 1 April [payment of \$31.52 (no GST)]. Emailed acknowledgement received confirming receipt of our completed Form 5. Noted that official acceptance could take up to 30 days, until which the old constitution still applies. JW advised that the RoA's are on-line on PID-Web.

The Committee expressed thanks to MW for his efforts on the Rules of Association.

It was **agreed** that the minutes of the Special General Meeting should be tabled for acceptance at the November AGM.

A 2-slide PowerPoint presentation, circulated by MW before the meeting, was discussed.

Slide 2 covers the proposed structure for storing Secretarial records. **Action:** Secretary to collate Secretarial material, including Roles & Responsibilities, Committee, AGM and SGM minutes, agendas, processes, forms etc; and back it all up.

Slide 1 summarises the RoA and some of its implications and flow-ons. MW stressed that the Committee should continue to focus on the content of the document. **It was noted** that the word 'must' appears 112 times in our RoA.

Typical things that need to be done by the Committee include 'agree that the membership register is managed by the Treasurer' The RoA default is the Secretary.

The need to finalise the 'About our Association' document **was noted**. This is necessary as an introductory document for new Committee members. TE proposed creating a pack for new Committee and for new members.

It was agreed - to add standing item to Committee Agenda for the rest of the year to cover this. **Action: Secretary**

- Assets - no discussion at the meeting [RoA requires an annual Assets review]
- Processes and Procedures
 - Performance - events and rehearsals - processes and criteria
EB raised the question of performance rehearsals with specific reference to the Advanced session 17 March which was used wholly as a rehearsal session with little or no prior advice. It was **agreed** that dedicated rehearsal sessions were required and should be funded by PID - and not by dancers. Confirmed that the Hall has been booked to cover rehearsal for the forthcoming Swan event.
 - It was **agreed** that where possible PID should be paid for performances - at least to cover hall rehearsal costs and expenses such as travelling time. **Noted** that circumstances might not always be practical in this respect.
 - Dance Request Process - discussion / options paper- ex JW - not covered
 - Objectives, Guidelines and Checklists; John B proposed collecting relevant material. It was **noted** that not all material has been ratified by the Committee. It was **agreed** to collect and review the material **Action - Secretary to collate and circulate.**
Also discussed was the visibility of these documents. JW felt that some are for internal use only and some have IP implications. **Action - JW to research ways to place material on PID-Web in hidden links.**
- Suggestions – 3 suggestions - not all ex *Suggestion Box*

New T-Shirts - new design - Maureen Humpage

Record committee meetings in audio

Number costumes - & possibly other PID assets - record costume allocations

See discussion and follow-up below

10. Any Other Business

- John B advised that three boxes of costume material had been found at the hall while reviewing space. This includes waistcoats, 'Bulgarian' woollen hats, belts etc. **Action - JB&JB will itemise these when time permits and include results in future audits of performance costumes.**

Meeting finished at 14:35

Minutes by MW

11. Next Meeting

Committee Meeting:

5 June 2019

MW tendered his apologies for the next meeting; TE to act as Secretary.

Suggestion / Committee Discussion / Decision
New T-Shirts - new design - Maureen Humpage <i>Noted that a similar suggestion in 2017/18 had met with little interest and enthusiasm. Possibly ask the Group (John B)</i>
Record committee meetings in audio - suggestion withdrawn at Committee meeting

Put a subtle indelible number / id on performance costumes (and possibly on other PID assets) - and record costume allocations - MW

It was recognised that a lot of items are unaccounted for. There was some support for the idea - JB&JB to consider it while assessing the three new boxes of costume material