

PERTH INTERNATIONAL DANCE

Committee Meeting Minutes

12.45 pm Saturday 23rd November 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 (JW)	Treasurer	Paula Schneider (PS)
Martin Williams (MW)	Secretary	Trish Eyre (TE)

1. Apologies

Louise Scott; Eve Bair

2. Acceptance of minutes of 14 September 2019 - President to sign for file

Minor amendment requested by JW and agreed by Committee: 'Remove the action item on JW re opening a new bank account'. This was raised by MW and Jenny B at the meeting but not agreed by JW.

Amended minutes moved by JW and seconded by TE.

John B noted and initialled the amendment on the printed copy and signed the minutes for the file.

3. Matters arising from the previous minutes – 14 September 2019

- **radio microphone JW**

Re the workshop 5/6 Oct; Jennifer Eyre to be approached re use of her equipment. The Committee thanked Jennifer Eyre for the interim use of her PA system following the failure of the mixer/amplifier..

Radio microphone purchased and tested on the new PA's satisfactorily by JW.

Complete

- **Criteria for free sessions. Action:** change the wording on the PID Web-site and on future flyers. 'First *regular dance* session to be free' was suggested (EB)
Action JW (Web) & PS re promotion material.

Complete: Confirmed by JW as **complete** with a similar wording

- Two related **Action** items: Secretary to 1) collate key documents including Roles & Responsibilities; Committee, AGM and SGM minutes; agendas; processes; forms etc; and back it all up and 2) collate - Objectives, Guidelines, Checklists etc and arrange with JW for secure storage on PID Web.

It was generally agreed after discussion that it is suitable for minutes to be available for general access. Noted that other documents are also available including a summary of Committee composition over the years; and a hand-over document for the incoming Secretary.

JW expressed some concern about the mechanics of setting up a hidden link.

Action: MW to collate and forward documents, **JW** to publish.

- ING Account and 'client verification'. No further action. See Treasurer's Report
- Teaching in Albany - Secretary advised Palenque re making bookings etc using a PID email address. **Complete**
- André tribute workshops - Various actions (MW, Jenny B, PS) *Grapevine* for w'shop, photo album, wall material. **All Complete**
- Marius Ursu - workshop and hall - various actions - see 'Workshops' below.
- TE to draft Performance fee structure 'guidelines' - see below

- Preparation for the AGM - various items including add Rules of Association to the AGM Agenda, prepare to table and/or circulate Special General Meeting minutes of 18 March for endorsement at AGM and seek endorsement for all life memberships. **complete**

4. Correspondence - in and out - not all implying a decision

NB some items are covered elsewhere in the minutes - such as AGM, 2020 Workshops and youngster sessions.

- Mail - Undated? Hall Licence letter from St Margaret's \$30ph; discount rate >5 hrs

Action: JW to write to St Margaret's

- Mail - ING Quarterly Statement - forwarded to John Whaite as Treasurer for reference
- Mail - DVD ex Kaye Laurendet - 'One More Time' André 2019 - it was **noted** that 3 DVD's are in circulation - 1) sold at workshop by Kaye Laurendet (KL) as part of AdvP Tribute workshops, 2) DVD of PID workshops forwarded by KL to JW for circulation, 3) DVD - final 'One More Time' version from KL - a mix of André demonstrating his 2019 dances together with edits from the PID workshops.

Emails

- Kaye L / André workshop - various emails in and out - thanks expressed by Secretary and acknowledged by Kaye Laurendet.
- Request from Footnotes editor for a workshop article for December issue . by 15/11 *Two articles submitted - MW and PS - believed that both will be used in the next issue.*
- Sound system - purchase replacement unit - then a second unit - *support received*
- Committee nomination form - various emails related to format, content & circulation.
- Romanian visit 2020 Marius - advice from Kaye re cancellation then reinstated. *John B expressed annoyance that the apparent cancellation was advised so early. This did however lead to a heightened awareness and effective action.*
- Christmas party - Coins or no-Coins - *agreed to pay then review. Noted* that there does appear to be significant support for using the Coins for Monday Xmas.
- AGM night - *free night proposed and agreed*
- Footnotes - *WA directory info. Updates to PID content by Promotions sub-committee*
- Advice re Perth Festival & Event Management Masterclass (3 11 2019 - 4 12 2019). *Considered as SPAM by JW.*
- Advice re Hora Shalom workshop not using St Marg's on 27 April 2020. **Noted** that *Eve is teaching at that time .. numbers will be down - several regulars likely to attend the Hora Shalom workshop.*

Action: Jenny B to discuss with Eve - raise at Monday announcement time.

- Advice / request re initial membership date - is this a Rules of Association need. **Agreed** that PID need not take any action.
- Teaching roster - for 1st 6 months of 2020 - ex Jenny B. **Noted - thanks expressed**
- New PA systems, old purple speakers, use old PC not new tablet - see Other Business 'Assets'
- Invitation via Tuna re Serbian Community Centre event

TE noted that the email from Pam Gunn was not included. Committee appeared to have little appetite for the subject. **Action: refer this to the next Committee.**

5. Committee - including Policy and Procedure

- **2020 Committee** -- the following Nominations received as at 19 November

Position	Nominee	Seconded by
Chairperson/President	John Whaite	Paula Schneider
Deputy-Chairperson/Vice President		
Secretary	Maria Jenkins	Martin Williams
Treasurer		
Committee member	Eve Blair	Trish Eyre
Committee member	Trish Eyre	Eve Blair
Committee member	Louise Scott	John Whaite
Committee member	Margaret McHugh	Trish Eyre
Committee member	Leigh Richmond	Trish Eyre

- **Rules of Association** - standing item as agreed following the SGM in March. Several suggestions including seeking legal review, setting up a sub-Committee to review. Committee did **not** favour modifications leading to further SGM's but preferred to **refer it to the incoming Committee** for them to check the possible impact and implications of the 112 'Must' clauses in the existing PID Rules of Association.

6. Treasurer and Financials

- Treasurer's Report - see detail in Attachment 1.

Re ING having blocked access to our account there was some discussion of recent press reports of ING account insecurity. ING has delivered higher interest over the years (JW) and it was **agreed** that MW would contact ING re addressing their concerns and supplying the necessary material including JP-endorsed documents..

Action: JW to supply MW with account details - MW to contact ING by phone.

- New Member approvals - **Gillian Elliot** - supported by JW, endorsed by Committee.

Moved that the financial report be received MW / TE

- MW's 4 page proposal was discussed. **Proposal:** to reduce cost of attendance at Monday and Saturday dance sessions to \$5 per member per session starting in January 2020 in line with Contradance session costs. Monitor quarterly.

John B invited comments and arguments for (MW, John and Jenny B.) and against (PS, TE, JW) the proposal - summarised below:

Anti:

- Making events too cheap lessens them - marketing theory favours overvaluing events not lessening them (PS & TE)
- Prefer to spend the money on a scholarship (PS & TE).
- Funds would be better spent on upgrading performance costumes.
- Send a mature and established PID member to an overseas workshops / events to collect dances.
- Focus the money on attracting younger dancers.

- Reducing the session costs is in no way aligned with PID objects (JW).

Pro: and responses to the above:

- We need to remember who the typical and target audience is; we are talking mature dancers with time available, not younger people who tend to have short attention spans, multi-distractions, less time and less commitment (Jenny B).
- We just don't attract younger dancers (Jenny B).
- 'No' to scholarships (John B)
- 'No' to overseas workshops (John B)
- Support new costumes (John B)
- We don't have enough demand for performances to justify big expenditure on new costumes (MW).
- The focus is on reducing cash holdings as much as reducing the session costs; this is just one device for achieving that. It will still leave us with significant reserves at the end of the year (MW).
- Committee leaves itself open to claims of irresponsibility for allowing cash holdings to increase for 9 years without a clear plan for managing them or utilising them (MW).

Contacting Eve for her input was considered but dismissed as she had not been party to the ongoing discussions.

The Chairman called for a show of hands; the voting was 3 for the proposal and 3 against. John B as Chairman had the casting vote and **the proposal was endorsed**.

7. Teaching Roster

- Teaching Roster - Monday and Saturday - Jenny B confirmed the schedule for the first 6 months of 2020. Peter's broken arm was **noted** but was not considered to be of major concern re teaching. The following are available on PID-Web.

	Monday	Saturday
Nov/Dec	Jenny C	John
Jan 2020	Peter	Jenny
Feb	John	Sara
Mar	Jenny C	Maria
Apr	Eve	Jen E
May	Eve	Jen E
Jun	Peter	John
July	Jen E	Peter

- Teaching in Albany

Confirmed that the sessions have commenced, they are covered by PID insurance. **Noted** that Palenque has provided some words for *Grapevine*.

8. Events

draft calendar used for reference

- Honouring André van de Plas - 5/6 Oct 2019 no major discussion but it was **noted** that this was considered a big success and returned a profit for PID.
- Other Workshops and Theme nights
 - Aust. visit by Marius Ursu - 26-30 March 2020. PS suggested charging the same attendance costs as the André tribute. Some discussion re hosting options. With 4 months to go there were no detailed decisions.

- Maurits and Tineke van Geel - 2020 - no discussion at this stage.
- Introductory Classes / Beginners' Course – noted that these are continuing. JW advised that he preferred not to take payment for his teaching time - including costs 'on the books' risks increasing turnover and elevating the insurance category.
- Advanced Classes update on classes and future session dates
Still continuing.
- Youngsters' session
PS introduced a proforma - to be added to PID-Web.

Note that is one of 7 documents circulated by PS at 6:28 in the morning of the Committee meeting - not seen by all the members of the Committee.

Some discussion re teachers having 'working with children' permits.

- Contradance - recommences 9th February; 2nd Sunday of the month.
- Future Performances and Requests
 - Fairbridge 17/18 April 2020 - no feedback yet - re PID acceptance.
- Parties - Friday, Saturday, Monday - Hora Shalom
Xmas party with Coins - **Action:** Jenny/John to send list of Monday dances listed.
Action: MW to liaise with Russell Johnsen - "Coins".

10. Promotion and PID Image

- Web Pages - no major discussion.
- Promotions sub-committee report
PS thanked for her report (not seen by all members).
After discussion **Committee endorsed** the following subscriptions for 2020 for the period of one year.
 - Acoustic news (Free) www.wafolk.iinet.net.au
 - AusDance <https://ausdance.org.au/network/details/ausdance-wa> \$110.00
 - West Australian Multicultural Association- <http://www.wamainc.org.au> - \$50.00
 - Committee of the Ethnic Communities Council WA <https://www.eccwa.org.au/>-\$33
 Folk Dance Australia <http://www.folkdanceaustralia.org.au> -\$25-\$30

MW and JW considered that PID had gained little benefit from past AusDance membership.

PS tabled a proposed membership registration form (not seen by all Committee members). Some discussion re the visibility and availability of the PID register of members - as defined in the Rules of Association. Minor change suggested re the inclusion of email and postal address information.

Committee did not support the proposal to offer PID membership as part of the raffle prize at Fairbridge but **did support** the idea of including a draw as part of workshop attendance - the prize to be 6-months free attendance at any PID dance sessions. **Action:** PS to promote and include in any flyers and workshop material.

Moved that the Promotions sub-committee report be accepted PS/TE

- Performance coordinator report - TE - see attached Report #2
Committee thanked TE for her report. Some questions (MW) re communication and invitations for performance events.

- Performance Group Fee structure emailed and tabled by TE. It was **suggested** to add the word 'default' to the title (JW) and to add a footnote re 'fees for events are negotiable in some circumstances' (JW) and change members session price to \$5 (MW) - non-member price to remain at \$9 per session. **Action:** TE to amend and reissue as appropriate. **Moved** that the fee structure be accepted subject to agreed amendment Jenny B/TE

11. Other Business

- AGM - preparation; Agenda; process - proceeding OK.
- Assets
 - New PA units noted
 - MW circulated a short-form 'Assets summary 2019 Nov'. **Action** MW to update and circulate - to be loaded on PID-Web.
 - Purple speakers to be retained at this stage. .
- Processes and Procedures
 - Performance - events and rehearsals - processes and criteria drafted.
 - Dance Request Process - discussion / options paper - roll over **Action** JW to draft.
 - Objectives, Guidelines and Workshop Checklists - preparation and related processes, Teacher Guidelines and rôle summaries (Treasurer and Secretary) see also earlier item. MW suggested structuring material in a top-down way as Strategy and Policy Documents (draft promotion strategy, funding, assets); Dance related (dance etiquette, teacher guidelines); Event related (performance checklist, workshop checklist); roles and job descriptions (treasuere, secretary, grapevine editor)
- Suggestions
 - *Make AGM attendance free (MW) - Agreed via email*
 - *Reduce Monday and Saturday sessions \$5 for 2020 to reduce cash holdings Agreed* - see earlier item under "Treasurer and Financials".
- Special thanks to John and Jenny - **end of an era!!**

12. Next Meeting

Committee Meeting: tba by incoming Committee

The meeting concluded at 16:15 with celebratory champagne.
JW left at 15:45 to run the Intro. Class

Minutes by 2019 PID Honorary Secretary: Martin Williams

Perth International Folk Dance Group Inc. operating as Perth International Dance (PID)

Attachment 1: Treasurer's Report - received via email 19 November 2019

**Perth International Dance
Treasurer's Committee Meeting Report
23/11/2019**

New members applications

Gillian Elliot, supported by John Whaite

Significant / unusual payments

New amp-speakers - \$300.

Financial Items

St Margaret's Hall hire will rise from \$27 to \$30 per hour in 2020.

Current cash

Approx \$10,500.

Membership (incl proposed at this meeting)

56

Other

ING have blocked access to our account pending the provision of documents which they consider essential to prevent crime.

REPORT OF PERFORMANCE CO-ORDINATOR

23rd November, 2019

Of the thirteen members of the Performance Group, currently six are regularly available.

On Monday, 14th October, five dancers performed a bracket of ten dances for the Brightwater Care Group, Redcliffe, for which payment of \$120 was received. They were highly praised, and the Performance Group has been requested to perform there again at a future date. Care Group contact, Terri Zaharia is Romanian, has all the PID information and dates of the Marius Ursu workshop next year. She will be kept in touch.

On Monday 28th October, a visit was made to the Pilgrim Nursing Home in East Fremantle, in response to an enquiry from Therapy Assistant, Esperanza regarding a possible performance there.

The proposed performance area and all other matters were satisfactory, however their budget has yet to be approved. A follow-up call on the 20th November has not yet produced a firm commitment.

Unforeseen circumstances prevented a planned investigatory visit to Diwali Mela, a three-day Festival of Light event conducted at the Claremont Showgrounds on 1st-3rd November, however later reports indicated that all performances were of Indian dances.

Have A Go Day - 13th November. Although the Performance Group did not participate this year, a visit was made. Although it was an extremely hot day, there was a huge crowd visiting, and parking was at a premium. In addition, Burswood offered free parking in a parking building adjacent to the event. This year there was greater diversity on display, and, it would seem, more participants. Many stalls had banners and/or closed-circuit TV /Computer screenings. Following the event, contact was re-established with the organiser, who still has all details of PID Performance Group on record.

On the 15th November, two teachers in the Performance Group, Jennifer Eyre and John Whaite, conducted a class at the Kalamunda High School, for a Year 7 Italian language class.

Following a Turkish dance warm-up with Andre's 2019 Turkish dance, *Damat Halayi*, two Italian couples' dances were taught.

Because the teacher was away, Jennifer emailed the details of the class to her and here is a part of the response she received. I quote *"thank you for this lovely email. Yes, Year 7s are lively and cannot usually keep still! Those dances sound fantastic! I received really positive feedback from my Language Assistant and the students. They really thought it was exciting and very fun! It is great that you can engage these kids and provide them with this cultural opportunity that they wouldn't usually get in other learning areas. You are fab!"*

Re Fairbridge Festival, no confirmation has yet been received.

TRISH EYRE
Performance Co-ordinator