

MINUTES

8/26/12 Steering Committee Meeting

Meeting opened at 6:00; Kimbi Hagen's house

Attending Members:

Doug Singleton
Amy Krafchik
Margie Cooper
Sally Walker
Janie Schindler
Dave Marcus

Guests:

Scott Barnaby
Kimbi Hagen
Kitty Wimbish
Ergun Orgutz
Jim Crawford
Christin Whittington

Housekeeping:

- Minutes from July meeting approved unanimously.
- September meeting set for 9/19/12 (Janet or Sally's house)
- October meeting set for 10/24/12 (Janet or Margie's house)

Old Business

❖ **Previous Action Items now considered complete:**

- Perpetual e-Motion: Doug has sent check
- Dance Weekend Website: After ~20-25 hours of work, Kimbi has:
 - designed and built Dance Weekend website;
 - opened Adobe FormsCentral account;
 - constructed online registration form using Adobe FormsCentral;
 - opened CCD PayPal account and attached to CCD bank account;
 - connected PayPal to online registration form;
 - notified Christin that Dance Weekend website is live
- Caller's Intensive Weekend: Kimbi has arranged with Seth

❖ **Bylaw amendment change (Steering Committee member elections)**: Dave outlined proposed wording change affecting steering committee member elections.

- *Dave will send a written form out to SC members for comments.*
- *Final version to be presented to SC for approval at September meeting*

❖ **New Year's Eve dance**: Kimbi still looking for a band

❖ **Safety Policy**: Discussion of dangerous dancing (flourishes, like dipping, especially new dancers): Dave made a motion that it be an explicit CCD policy that dipping is not permitted at Friday night CCD dances. Those who persist in dipping will be asked not dance with us until they are willing to dance without dipping. There was no second for the motion.

- *Kimbi and Janet will include dipping in the safety policy proposal*
- *Kimbi will communicate with callers about safety tips at each dance.*

Discussion of dangerous dancing (long hair): Ergun reported having been whipped in the eye by long hair from spinning dancer and requested that CCD make a policy to

prevent long hair from being worn loose at the dance. No motion about this request was made.

❖ **Dance Weekend:** Update

- **Branding:** The generic name for the annual Atlanta November Dance Weekend that Kimbi has been using for the last few years when talking informally with dance weekend talent is "**ALLEMANDE**," which is short for **AtLanta-Led Excuse for Merriment And November Dance Extravaganza**. Margie's motion to permanently brand the annual Atlanta November Dance Weekend "ALLEMANDE" passed unanimously.
 - *Kimbi will change link on CCD home page*
 - *Kimbi will advertise branding on CCD listserv and Facebook*
- **Sound:** Kimbi announced that Tim Cape and his crew are not available to run sound for ALLEMANDE this year. To date she has called 8 crews recommended by other dance organizers, without success. Christin has been soliciting other possible names for Kimbi to call.
 - *Kimbi will call Sound crews from Christin's list*
- **Committees:** Individuals to run the following events have been secured since the last meeting:
 - Late Nite party: Susan Keller (CCD agrees to pay for cat boarding)
 - Skit: Monique

Individuals to chair the following committees have been secured since the last meeting:

- Buttons: Janet and Linda will work together
- Clean up: Duncan
- Decorations: Jolie and Andrea
- Quilts: Sally
- Set up – Friday afternoon: Doug

Individuals are still needed to chair the following committees:

- Housing – *Christin will seek a chair for Housing*
- Food – *Amy will chair Sunday afternoon potluck and will seek 4 chairs for Food committee (Friday night, Saturday day, Saturday night, Sunday day)*
- Front desk – *Christin will seek a chair for Front Desk*
- Transportation (Equipment) – *Christin will seek a chair for Equipment Transportation*

- **Budget:** Kimbi and Doug presented budget total and announced that, given rise in 2012 expenses without commensurate rise in 2012 ticket prices, it is anticipated that ALLEMANDE 2012 will not net as much profit as in prior years. Steering Committee reiterated consensus that while ALLEMANDE is expected to break even it is not expected to cover shortfall from Friday dances. That shortfall will be addressed in other ways. The finance committee is considering other ways to increase income throughout the year.

- ❖ **Dance Hall Climate Control:** The majority of written comments collected after last Friday's dance noted that the dance hall is still too hot.
- *Jim Crawford will take over from Rob re: talk to CCC about AC.*

- *Margie will continue to look for more floor fans.*

Update: Jim talked to McKenzie who called new AC repair company. One of the units was not working and has now been repaired.

- ❖ **Website:** Reggie Strange is not available to assume webmaster duties until he has finished current work project. He will get in touch with Kimbi when that is done.
- ❖ **Seth's callers workshop:** Kimbi has given Seth a list of open dates, he will get back to her with a specific Friday. He has agreed that the callers who will be rotating past the mic on that Friday will have worked collectively in advance, under Seth's leadership, to put together a coherent program for the evening and that they are judged (by him) to be ready to solo a specific dance (I.e. are 'cub callers', not 'rank beginners').

New Business

- ❖ **Dance Schedule:** Ergun Orgutz suggested that we put the address of CCC on the published schedule.
 - *Janie will ask Deanna to do this. **DONE***
- ❖ **New Dancer Retention:** Jim Crawford reported on New Dancer data from survey that showed a respectable percentage of new dancers return at least once. He requested assistance in getting CCD members to come up with ways to become more engaged with new dancers at CCD so that we can retain more of them
- ❖ **Steering Committee elections:** Paper ballots will be collected at three dances in 2012: 10/19, 10/26, 11/2. This will allow new SC members to be in place in time to attend November and December SC meetings as guests and begin duties at January 2013 meeting.
- ❖ **Band Selection Committee:** Discussion of timing of election for 2013 BSC. Should it be the same as for the SC? No decision made.

Meeting closed at 7:47.

ACTION ITEMS

OLD – Not Yet Completed:

- **Budget:** Doug send out narrative details about proposed 2013 CCD budget and finances
- **Volunteer subcommittee:** Janie plan volunteer subcommittee
- **Meet Up group:**
 - Amy connect your Meet Up group to ours,
 - Joseph send Meet up group link to steering committee members
- **Safety Policy:**
 - Janet and Kimbi draft safety policy for website,
 - Janet make NO TWIRL/ NO DIPPING buttons
 - Doug – talk to callers about safety policy
- **Bylaw change (Steering Committee election):**
 - Dave send out proposed wording changes for SC comments

- Dave present final draft of proposed changes for approval at September meeting
- **New Year's Eve Dance:** Kimbi hire band for NYE only
- **Fandango:** Janet sign Fandango contract
- **Website:** Amy will ask Reggie Strange to contact Kimbi

NEW

- **Dance Schedule:** Janie ask Deanna to put CCD (library) address on written schedule
 - **New Dancer Retention:** All SC members think about ways we can encourage new dancers to return.
 - **Air Conditioning:**
 - Jim talk to McKenzie at CCC about air-conditioning thermostats
 - Margie buy additional floor fans.
 - **Steering Committee elections:** Doug ask Janet to find a chairperson for the nominating committee.
 - **ALLEMANDE**
 - Branding: Kimbi change link on CCD home page and send out message to listserv and Facebook
 - Sound: Kimbi secure sound crew
 - Committees: Christin seek committee chairs for Housing, Front Desk, and Transportation; Amy seek committee chairs (n=4) for Food Committee slots (Friday night, Saturday day, Saturday night, Sunday day)
- BSC:** Margie will talk to BSC regarding the election of new BSC member- should it be separate from the SC election?