

SCVSDA Delegates meeting 28 September 2008.

Delegates Meeting called to order at 2:48 pm 28 September 2008. 7 of 11 voting clubs are in attendance.

No roster received from: Blossom Hill Cloggers, Charley's Angels, and Square Hoppers; their membership is ended.

Clubs not represented are: El Camino Reelers, and Krazy Dazys.

New Delegates: none.

Quorum at 2:48 pm. John Sybalsky appointed Parliamentarian.

Treasurer's report: (attached as PDF file).

President's Report: Attended CASDC meeting, standing rules changes were not addressed. Some Bylaws changes were approved. Attended SCVCA meeting, which was somewhat contentious regarding the Whing Ding contract. Plan is to operate the November Whing Ding under the existing contract. Barry's mother passed away in September.

1st Vice President: No report. Busy packing to move

Recording secretary: Preliminary minutes were sent out 20 July 2008. No corrections have been received. Agenda revised.

Corresponding Secretary: Jubilee registrations being received, working with Ray.

SCVCA Liaison: Keith: June meeting appointed members to Joint Whing Ding committee. August meeting reporting progress, some contention. The committee is working on that, invitations to next Sunday's SCVCA meeting. Next Whing Ding Saturday of thanksgiving weekend. Bill Davis had a second stroke, he is in a care facility. Joint Whing Committee: Jim Davis, work is in progress, no blocking issues. Main changes are making responsibilities fall to a Joint Whing Ding committee and boards and associations, not particular officers, and to modify the way we deal with financial reports to make Whing Ding financial reports more accurately reflect the performance of each Whing Ding. John Muir for November Whing Ding.

52nd Jubilee report: General Chair Jim & Sue Davis. (attached)

Silent auction. Items for Karen Davis, drop off items at Belle Swingers Wednesday at 7pm. Solo dancers, want help running solo rotation in each dance hall. Club banners. Please get us those banners by Thursday morning. Intro and Blast classes. Pre-registration closes September 30, through next weekend. Web sales stop Tuesday 7 October. Caller escorts: airport trips, meals, please let Mary know. 10 am Thursday volunteers can start. 10 more sites have water and electricity (no sewer) many sites have sewer also. Jerry can be reached at 510/299-9399 sqdncjanke@yahoo.com.

Insurance Chairmen's report, Betsy Lasarow-Tozzi & John Sybalsky

Cost of insurance to SCVSDA went from \$4.25 to \$4.40. Betsy intends to submit rosters by the end of this week. Jubilee insurance certificate was given to the committee. She needs a contact with phone and email in each club. Need roster for all September classes. She will investigate issue of insurance on Bows & Beaus recent graduates. Jackie asks about Marcus' accident; insurance company claims that they deal with accidents, not medical conditions. USDA now posts the policy on their website, possibly due to the

efforts of Jim. Betsy thinks “if you are in a square, you are covered”. Coverage is labeled “Liability and Accident Medical Coverage”.

ByLaws committee, John Sybalsky reported on the August brainstorming mission.
(Attached)

Some highlights: Cut duplication between meetings, make meetings more efficient, provide real benefits to clubs and members, list of dance sites. There is a mailing list at xxx (insert name here) for online discussions.

Calendar: Send any updates to calendar@scvsda.org. Preliminary calendar should be available at next meeting for further markup.

Historian: no report.

Webmaster: the website is its own report.

Nominating Committee:

Caller Procurement: (attached).

Nominating committee: Thank you to Lorraine, tried to get new names and new faces.

Proposed slate:

President: Barry Binge (Krazy Dazys); Jim Davis (Top Cats)

1st VP: Jerry & Debbie Janke (Star Eights)

2nd VP:

Treasurer: Debbie & Bill Malloy (CPSD)

Recording Secretary: Jim Davis (Top Cats)

Corresponding Secretary:

Directors: Sue Lietz-Davis (Top Cats), Jane Bishop (Star Eights), Gary Evans (Sunnyvale Singles)

Youth Fair: has a presence there, attach email if received. Danced on slab Friday and Saturday, other activities were inside building so little public presence. Also did indoor stage events organized by Yellow Rock-n-Rollers. Special thanks to those that helped out on Sunday. Similar event is planned for next year.

Not all clubs get email; need to contact Beverly to make sure she gets notified of the change. Not everybody has a computer. Need to be sure clubs are properly informed.

Approval of minutes of 20 July 2008 with 1 correction from those mailed 20 July 2008:
Approved without objection.

New business:

Discussion of bylaws proposals: Joe Dehn made seven proposals at last meeting. (attached). These are being addressed as seven separate motions. Mary Gingell moved Karl seconded to amend proposal 5a replacing its first part with “The Board shall hold at least one regular meeting per year at a time and place set by the President”.

Summary of results:

1. Consolidate Secretary Positions: motion passes.
2. Consolidate Vice President positions: motion passes.
3. Whing Ding Committee: motion passes.
4. Fix number of directors: motion passes with objection.
5. Board voting: Motion to amend regular meeting requirement to one per year passed. Jim requests amendment changing “seven days” to a larger number such

- as “fourteen days” and perhaps allowing for voting to be closed is a supermajority have voted with either side. Karl moves to divide 5 into two separate sections. Mary seconds. Motion to divide passes. Discussion on 5a on amended. 5 in favor, 2 opposed. 5a passes by a vote of 5 to 2. Discussion on 5b. Motion to add “or withdraw” to 5b(3) making “and may change or withdraw their vote”. The amendment passes. Motion on 5b as amended passes with objection.
6. Budget: Time ran out. Motion to extend time by 10 more minutes (to 5:01 pm). Jerry Janke spoke against allowing payments without ability of the body to challenge them. Jackie Daemion asked about the board’s ability to pay “without documentation”. Joe responds that this is a framework, and categories may or may not be given that pre-authorization. Previous question moved. Motion defeated 2 to 3.
 7. Caller/Cuer Procurement Committee: Betsy Lasarow-Tozzi moves to amend to delete text “but before a General Chair has been confirmed for that Jubilee” and “during the time prior to confirmation of the General Chair and the Jubilee Committee thereafter” and add text “Caller/Cuer Procurement Chair shall be a member of the Jubilee committee”. Time ran out again. Not extended.

Proposal 7 and 8 are to be on the agenda for next meeting. Proposal to allow parliamentarian to be a delegate, needs second club to sponsor CPSD supports for purposes of discussion.

53rd Jubilee: The Board recommends that the Association put on a 53rd Jubilee. Motion on the floor is to have 53rd Jubilee. Discussion: CPSD opposes 53rd Jubilee based on program and size of current dance community. Of last three Jubilees, one made money, one lost money, and one broke even. Joe proposed also immediately forming 54th Jubilee committee to address longer term changes. Is there a core of people that will say yes and continue to do the core of work? Keith notes that the Jubilee *is* what many of the local dancers think the association is. Going dark could be the death knell of the association. Jim invites Jackie and Karl to take on the 54th Jubilee committee general chairmanship. Jackie feels that her mission is newer dancers. John Sybalsky says that he has the impression that people have is that people are not aware they are welcome to help. Motion to hold 53rd Jubilee passes.

Shall the 52nd Jubilee conduct 53rd Jubilee early bird registration at the 52nd Jubilee? Yes, by acclamation.

Election of officers:

Proposed slate:

President: Barry Binge (Sunnyvale Singles); Jim Davis (Top Cats)
Vice President: Jerry & Debbie Janke (Star Eights)
Treasurer: Debbie & Bill Malloy (CPSD)
Secretary: Jim Davis (Top Cats)
Directors: Sue Lietz-Davis (Top Cats), Jane Bishop(Star Eights), Gary Evans (Sunnyvale Singles)

The new president is to be Jim Davis. Vote on the remaining slate.

Slate elected with objection by Joe Dehn:

President: Jim Davis (Top Cats)
Vice President: Jerry & Debbie Janke (Star Eights)
Treasurer: Debbie & Bill Malloy (CPSD)

Secretary: --open--

Directors: Sue Lietz-Davis (Top Cats), Jane Bishop (Star Eights), Gary Evans (Sunnyvale Singles)

Positions other than Secretary are filled as listed. Gary Evans will be contacted and is elected if he agrees.

Lorraine proposes and Mary Gingell that officers should be able to vote in General Election. Lorrain wants committee chairs to have the vote, CPSD & TopCats support discussing this..

Clubs should be told that there are many opportunities for people to be involved.

Motion to pay the bills (\$186.08 to Barry Binge for hotel and gas to attend Aug CASDC meeting; \$8.40 to Debbie Malloy for stamps; \$312.72 for Nov and Feb CASDC meeting hotel bills). Passed.

Announcements:

Jim Davis sent email to "American Square Dance magazine" regarding the offer Keith mentioned at last meeting. There was no response from them.

Meeting adjourned at 5:54 pm.

SCVSDA Board meeting 28 September 2008

Meeting called to order at 1:15 pm, 28 September 2008.

Quorum is present (4 of 6). John Sybalsky serving as parliamentarian.

Attending: Barry Binge, Jim Davis, Debbie & Bill Malloy, Rosalie Burkhead, Betsy Lasarow-Tozzi, Jerry & Debbie Janke, Jane Bishop.

Absent: none.

Guests: Lorraine Hlavka, Ray Olszewski, Jan Hoover, Mary Gingell, Joe Dehn, Karl Belser, Jackie Daemion, Keith & Meg Ferguson.

Treasurer's Report: (Attached).

Rosters and checks from 9 of 13 clubs. Closed out the safety deposit box. CASDC Articles of Incorporation were in box,

Opened a Money Market Account with ING Direct, but need forms filled out by others on Board. Insist on a physical address, suggestion is to open a mailbox, alternate suggestion was to use our agent of service (Barry Binge). Public Storage bill went up \$10 but insurance went down \$5 for a net change. Storage insurance "if it is valuable, it's not covered". Is Debbie's assessment of the policy. Three clubs that we thought would renew and we have no roster for yet are: Blossom Hill Cloggers, Charley's Angels, and Square Hoppers. Karl suggests that Charley's Angles may not be renewing. Jackie suggests that Square Hoppers may be folding.

Motion to submit treasurer's report to audit, Jim, Rosalie second, motion passed.

President's Report: Attended CASDC meeting, standing rules changes were not addressed. Some ByLaws changes were approved. Attended SCVCA meeting, which was somewhat contentious regarding the Whing Ding contract. Plan is to operate the November Whing Ding under the existing contract.

1st Vice President: No report. Busy packing to move

Recording secretary: Preliminary minutes were sent out 20 July 2008. No corrections have been received. Discussion of agenda for Delegates meeting. Modified agenda.

Corresponding Secretary: Jubilee registrations being received, working with Ray.

Reports of Directors: Jane Bishop (attached);

SCVCA Liaison: Keith: June meeting appointed members to Joint Whing Ding committee. August meeting reporting progress, some contention. The committee is working on that, invitations to next Sunday's SCVCA meeting. Next Whing Ding Saturday of thanksgiving weekend.

52nd Jubilee report: See Delegates meeting minutes.

Jim moves first three requests be approved. Seconded by Bill Malloy. Motion passed.

Insurance chair: See Delegates meeting minutes.

Cost of insurance to SCVSDA went from \$4.25 to \$4.40. Betsy intends to submit rosters by the end of this week. Jubilee insurance certificate to the committee. She needs a contact with phone and email in each club. Need roster for all September classes. She will investigate issue of insurance on Bows & Beaus recent graduates. Jackie asks about Marcus' accident; insurance company claims that they deal with accidents, not medical conditions. USDA now posts the policy on their website, possibly due to the efforts of Jim. Betsy thinks "if you are in a square, you are covered".

Bylaws: John Sybalsky reported on the August brainstorming mission. (Attached)
Some highlights: Cut duplication between meetings, make meetings more efficient, provide real benefits to clubs and members, list of dance sites.

Calendar: Get data in.
Historian: No report.

Nominating committee: Thank you to Lorraine, tried to get new names and new faces.
Proposed slate:

President: Barry Binge; Jim Davis
1st VP: Jerry & Debbie Janke
2nd VP: Gary Evans (Sunnyvale Singles)
Treasurer: Debbie & Bill Malloy
Recording Secretary: Jim Davis
Corresponding Secretary:
Directors: Sue Lietz-Davis, Jane Bishop, Gary Evans,

Youth Fair: happened, square dancing there.
Caller Procurement: 2009 John Marshall, waiting on word from Deborah Carroll ... (Attach if I receive email).
2010 Nassur Shukar
2011 Trio ...

Webmaster: No report.
Jim Davis moves that whereas the Jubilee is useful and important festival the Dancers' Association should have the 53rd Jubilee. Passed without dissent.

Meeting recessed at 2:31 pm.
Meeting reconvened at 6:06 pm after the Delegates meeting adjourned.

Minutes: Approval of 20 July 2008 minutes: Bill Malloy moves, Jerry Janke seconds. Motion passes.

Jerry moves we adjourn, Bill Malloy seconds. Motion passes.
Meeting adjourned at 6:06 pm.

Santa Clara Valley Square Dancers Association
Account Balances
July/August 2008

Account	Balance		Change
	Previous 6/30/2008	Current 8/31/2008	
Petty Cash	0.00	0.00	0.00
Undeposited Receipts	0.00	24.00	24.00
Washington Mutual Checking	7,579.42	11,066.83	3,487.41
Bank of America Checking	4,368.18	0.00	-4,368.18
ING Money Market		3,000.76	3,000.76
Bank of America Savings	0.00	0.00	0.00
Bank of America CD (4.31% Matures 08/29/2008)	14,610.86	14,715.82	104.96
52nd Jubilee Advance	3,000.00	3,000.00	0.00
	=====	=====	=====
	29,558.46	31,807.41	2,248.95

Santa Clara Valley Square Dancers Association
Income and Expenses for Fiscal Year Ending 2008 Oct 31
July/August 2008

	Prev Balance 6/30/2008	Transactions Jul/Aug	FY to Date 8/31/2008	Budget	
Income					
Insurance (\$4 per dancer)				1,800.00	
2007	4.00		4.00		
2008	136.00	-12.00	124.00		
2009	388.00	824.00	1,212.00		
Interest				500.00	
CD 4.40 % matures 08/29/08	398.70	104.96	503.66		
ING Direct Money Market Acct		0.76	0.76		
Savings Acct	8.03		8.03		
Jubilee Surplus					
51st Jubilee	925.69		925.69	925.69	
Membership Fees (\$8 per dancer)				3,800.00	
2007					
2008	288.00	-24.00	264.00		
2009	792.00	1,728.00	2,520.00		
Other		0.23	0.23		
Whing Dings				1,000.00	
Admissions	983.57		983.57		
Badges					
Split-the-Pot	18.00		18.00		
	=====	=====	=====	=====	
Total:	3941.99	2,621.95	6563.94	8,025.69	
Expense					
Bank				0.00	
Calendars				20.00	
Charity				0.00	
Fairground Property Tax (Jubilee)	77.08		77.08	150.00	
Historian				0.00	
Inaugural Festivities				0.00	
Insurance Administration				100.00	
Insurance Fees (Paid to State Assn)				2,000.00	
2007 (\$4.25 per dancer)					
2008 (? per dancer)		-107.00	-107.00		
2009 (? per dancer)	48.00		48.00		
Meals and Entertainment				0.00	
Memorials				65.00	
Office Supplies	35.39		35.39	50.00	
Postage and Delivery	10.31		10.31	20.00	
Printing and Reproduction				50.00	
Public Relations				50.00	
Rent					
Meeting Hall				0.00	
P.O. Box	40.00		40.00	85.00	
Safe Deposit				0.00	
San Jose Christmas Parade				0.00	
State Council					
Dues		100.00	100.00	100.00	
Hosting				0.00	
Travel & Lodging	765.46		765.46	1,500.00	
Storage	1432.00	357.00	1,789.00	2,140.00	
Supplies	5.40		5.40	0.00	
Tapestry Arts Festival				0.00	
Thanksgiving Toy Dance				350.00	
Whing Dings					
Advertising	120.00		120.00	125.00	
Food and Supplies	3.63		3.63	25.00	
Hall Rental	170.00		170.00	500.00	
SCVCA Share	414.96		414.96	275.00	
Other				20.00	
Badges		23.00	23.00	275.00	
	=====	=====	=====	=====	
Total:	3122.23	373.00	3495.23	7900.00	
	=====	=====	=====	=====	
Increase/ Decrease	Total:	819.76	2,248.95	3068.71	125.69

2008-08 Register Report
7/1/2008 Through 8/31/2008

9/26/2008

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Date	Num	Description	Memo	Category	Clr	Amount
Bank of America CD						
7/31/2008	Int	Bank of America		Interest Income:B of A CD	R	53.43
8/28/2008	Int	Bank of America		Interest Income:B of A CD	R	48.43
8/31/2008	Int	Bank of America		Interest Income:B of A CD	R	3.10
TOTAL Bank of America CD						104.96
Bank of America Checking						
7/24/2008		California State Cou... Void		Insurance Pmts:Ins Pmt--2008	R	89.25
7/24/2008		Betsy Lazarow-Tozzi Void		Insurance Pmts:Ins Pmt--2008	R	39.00
7/24/2008		Deposit to Checking		[WAMU Checking]	R	-4,496.43
TOTAL Bank of America Checking						-4,368.18
ING Money Market						
8/27/2008		Opening Balance		[ING Money Market]	R	0.00
8/28/2008		ING Money Market ...		[WAMU Checking]	R	3,000.00
8/31/2008	Int	ING DIRECT		Interest Income:ING DIRECT Money Market	R	0.76
TOTAL ING Money Market						3,000.76
WAMU Checking						
7/20/2008	757	S Rockin' Jokers		Membership:Membership--2008/Rockin' Jokers	R	-24.00
				Insurance Income:Ins Inc--2008/Rockin' Jokers	R	-12.00
7/20/2008	758	California State Cou...		State Council:Dues	R	-100.00
7/23/2008	759	California State Cou... Single Squares of Sunnyv...		Insurance Pmts:Ins Pmt--2008/Single Squares of ...	R	-21.25
7/24/2008	DEP	... Deposit to Checking		[Receipts]	R	1,764.00
				[Bank of America Checking]	R	4,496.43
7/25/2008	760	SqDini Badges	4 Officer Badges w/ Name ...	Badges		-23.00
7/30/2008	761	Public Storage	August and September	Storage	R	-357.00
8/19/2008	DEP	Deposit to Checking		[Receipts]	R	764.00
8/28/2008	EFT	ING Money Market ...		[ING Money Market]	R	-3,000.00

2008-08 Register Report
7/1/2008 Through 8/31/2008

9/26/2008

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Date	Num	Description	Memo	Category	Clr	Amount
8/28/2008	EFT	ING DIRECT	Test Deposit	Other Inc	R	0.09
8/28/2008	EFT	ING DIRECT	Test Deposit	Other Inc	R	0.14
TOTAL WAMU Checking						3,487.41

Receipts

7/17/2008	S	Bows and Beaus		Membership:Membership--2009/Bows and Beaus		512.00
				Insurance Income:Ins Inc--2009/Bows and Beaus		264.00
7/20/2008	S	Single Squares of S...		Membership:Membership--2009/Single Squares ...		456.00
				Insurance Income:Ins Inc--2009/Single Squares ...		228.00
7/20/2008	S	Top Cats		Membership:Membership--2009/Top Cats		232.00
				Insurance Income:Ins Inc--2009/Top Cats		72.00
7/21/2008	S	Committee To Prom...		Membership:Membership--2009/Committee to Pr...		16.00
				Insurance Income:Ins Inc--2009/Committee to Pr...		8.00
7/24/2008		Deposit to Checking		[WAMU Checking]		-1,764.00
8/1/2008	S	Krazy Dazys		Membership:Membership--2009/Krazy Dazys		416.00
				Insurance Income:Ins Inc--2009/Krazy Dazys		208.00
8/4/2008	S	Star Eights		Membership:Membership--2009/Star Eights		96.00
				Insurance Income:Ins Inc--2009/Star Eights		44.00
8/19/2008	DEP	Deposit to Checking		[WAMU Checking]		-764.00
TOTAL Receipts						24.00

OVERALL TOTAL 2,248.95

Santa Clara Valley Square Dancers Association
Membership and Quorum
28 Sep 2008

	Members	Insured	Dues	Votes
1 Belle Swingers	12	10	12	2
2 Blossom Hill Cloggers				0
3 Bows & Beaus	66	66	64	4
4 Charlie's Angels				0
5 CPSD	11	10	10	2
6 El Camino Reelers	80	79	79	4
7 Krazy Dazys	52	52	52	4
8 Lucky Steppers				0
9 Silver Buckles/Carnival Twirlers	8	8	8	2
10 Single Squares of Sunnyvale	57	56	56	4
11 Square Hoppers				0
12 Star Eights	15	11	12	2
13 Top Cats	33	18	29	4
	===	===	===	==
Total	334	310	322	28

Insurance	Dues	Clubs
Received	Received	13
\$1,240.00	\$2,576.00	Votes
		28
		Quorum
		5

Bylaws Committee 9/08

Had a great brainstorming session about what the association could be doing for clubs, and how the association might be easier to work with.

Presidents were present from

Belle Swingers - Joe Dehn
Blossom Hill Cloggers - no one
Bows & Beaus - Don Powell, Rosalie Burkhead
CPSD - Karl Belser Joe Carboni, Greg Lafavor
Charleys Angels - Mark Knoppe
El Camino Reelers - Andrew Irish
Krazy Dazys - Lynn Hofland
Silver Buckles / Carnival Twirlers - no one
Single Squares of Sunnyvale - Joe Carboni
Square Hoppers - no one
Star Eights - Mary Jane Wegener
Top Cats - Jim Davis
Westminster Squares - Mary Knoppe
Katydid - Roger Hemlsey
Rockin' Jokers Karl Belser
Yellow Rock and Rollers - Joe Dehn
Stanford Quads - Joe Dehn, Jim Davis, Betsy Lasarow-Tozzi
Outlaws - Joe Carboni
Generic Squares - Mary Jane Wegener
Interlocked Squares - Betsy Lasarow-Tozzi
Cypress Squares - no one
Mountain View Squares - Mary Knoppe
Lucky Steppers - no one
Gilroy Gliders - no one

I've been remiss in following this up, but there were a number of interesting points raised:

- Cut duplication between Board and Delegates meetings
- Make the meeting more efficient
- Provide real benefits to clubs/dancers for membership in association
 - Lower Jubilee registration?
 - Rebates to clubs from Whing Ding receipts?
 -

Bylaws Committee Report 10/19/08

One big point raised in August's brainstorming meeting is that the Board and Delegates' Meetings often have the same business being done twice on the same day by different groups. In addition, the Board often has to interrupt its meeting for the Delegates' Meeting, and then resume business quite late in the day. The result is frustration and inconvenience for everyone.

We recommend some changes that don't involve changes to the bylaws. The President can make the first change, and the Board can do the rest.

- 1) Move Board Meetings off the same day as Delegates' Meetings.
 - This gives the board enough time to complete its business in one session.
 - This lets the Board set the Delegates' Meeting agenda sensibly, putting things on the agenda that are strategic or policy-setting, while keeping the day-to-day nits and grits from interrupting the delegates.
- 2) Handle routine business either by delegation or at the Board Meetings
 - Let the Treasurer pay pre-budgeted and pre-approved items, once the proper receipts are in hand, without awaiting Board approval.
 - Take care of routine approvals, to avoid burdening the Delegates.
- 3) Get Delegates' Meeting agendas out 2 weeks before the Delegates' Meeting.
 - This gives Delegates time to get advice and direction from their clubs on any substantive issues.
- 4) Archive Board and Delegates' Meeting minutes on the website
 - This gives Delegates an easy place to track the history of issues.
 - It improves the transparency of the organization, which will increase dancer and member-club comfort over time.

CALLER PROCUREMENT

Don't have caller contracts from 2008, and I saw a "supplemental agreement" floating around that we don't have...?

2009

We have John Marshall confirmed for 2009

Waiting on word from Deborah Carroll-Jones

Have reached out to

Anne Uebelacker

Damon Coe

Darryl Lipscomb

Dee Dee Dougherty

Don Moger

Jim Lee

Jim Mayo

Kenny Farris

Mike DsSisto

Randy Dougherty

Ross Howell

Sandie Bryant?

Sprosty Twins

Ted Lizotte

Tim Crawford

Todd Fellego

2010/2011

Nasser Shukayr available

For 2011, considering a trio from Pacific Northwest

Dan Preedy

Doug Davis

Ray Brendzy

Proposed Amendments to the SCVSDA Bylaws and Standing Rules

to be considered at the 28 September 2008 meeting of the General Committee

SUMMARY OF PROPOSALS

Submitted at the 20 July meeting, for approval at this meeting.

1. Consolidate Secretary Positions

Combines responsibilities of current Corresponding Secretary and Recording Secretary along with record-keeping responsibility of First Vice President into one position of Secretary.

2. Consolidate Vice President Positions

Replaces First and Second Vice President positions with a single Vice President, retaining responsibility for review of membership applications but without responsibility for Whing Dings.

3. Whing Ding Committee

Establishes a Whing Ding Committee, which may be a joint committee in a co-sponsorship situation, with responsibility for putting on the Whing Dings.

4. Fix Number of Directors

Replaces current system of a variable number of Directors having responsibility for specific clubs with three Directors having general responsibility to assist in communication with clubs.

5. Board Voting

Changes the schedule for in-person Board meetings and authorizes electronic voting between meetings.

6. Budget

Establishes a budget-based system for authorizing and limiting expenditures.

7. Caller/Cuer Procurement Committee

Establishes a Caller/Cuer Procurement Committee with general responsibility for identifying and recommending callers/cuers, along with specific authority to negotiate terms with callers/cuers for Jubilee in situations where there isn't yet a General Chair.

To be submitted at this meeting, for approval at the November meeting.

8. Additional Provisions Regarding the Board

Reduces in-person meeting requirement to one annually and allows a person to serve as both an Officer and a Delegate.

To: Delegates of the Santa Clara Valley Square Dancers Association
From: Joe Dehn

Starting several months ago, I put forth a number of ideas for improving the way that our association operates, to bring its rules and practices more in line with the state of our activity and the realities of today's world. At the July meeting, seven specific proposals for amendments to our Bylaws and Standing Rules were formally presented so that you would have a chance to vote on them at the upcoming (September) meeting. I believe that all of these are changes that can individually improve the operation of the SCVSDA, and that adopting the entire package will make it significantly easier for the association both to find people willing to work on SCVSDA business and for those people to accomplish something useful with the time that they spend.

I urge you to vote YES on all of these proposals!

The actual Proposals 1 through 7 in the present document contain the same language as was submitted in July. In one case, Proposal 5, I have added headings to identify the two parts. In Proposals 1 and 2, I have added parenthetical notes to the items relating to the Standing Rules to reflect a change in numbering that should have resulted from an amendment made during the July meeting. Neither of these modifications changes any of the language being proposed for incorporation into the documents themselves.

I have also included some explanatory text for each proposal. Most of this is taken from the series of e-mail messages that I distributed prior to presenting the specific proposals, but there are some differences relating both to details of how the actual proposals were subsequently worded and to questions that people have asked about them.

In addition, as a result of feedback indicating that some see my proposal regarding operation of the Board as not going far enough, I have included here a new proposal (Proposal 8) for further amendment in this area. This proposal cannot be voted on at this meeting, because there hasn't been sufficient notice, but I am presenting it along with the others so that you can consider this possibility in concrete terms. The wording of this amendment would be equally applicable to either the current Bylaws language or the language as modified by Proposal 5. My recommendation is that you vote to approve Proposal 5 now, and then take the opportunity of the next two months, with a new Board having been elected, to consider the merits of this additional proposal.

Proposal 1: Consolidate Secretary Positions

SCVSDA currently has six officer positions: President, First Vice President, Second Vice President, Corresponding Secretary, Recording Secretary, and Treasurer. In recent years it has often been difficult to fill these positions. Positions have sometimes been filled by very-reluctant volunteers, some of whom may not really be suited to the particular task but accepted the position just to prevent a vacancy, and sometimes one or more positions have simply been left unfilled. Many organizations of our size do just fine with fewer officers, and I believe that having fewer positions to fill would make it easier to fill them with people more likely to do a good job.

The bylaws assign to the Recording Secretary the job of keeping the minutes of meetings. The bylaws assign to the Corresponding Secretary the job of giving notice of meetings and distributing the minutes. And along with that, the bylaws give the Corresponding Secretary responsibility for keeping track of club and delegate addresses, and include a paragraph about who gets a subscription to the minutes and who has to pay for it.

In recent years, the Corresponding Secretary has been doing none of the tasks assigned by the bylaws. This is not intended as a criticism of the people holding that office – it just isn't what we do anymore. With pretty much everybody having e-mail, it no longer makes sense to have rules in the bylaws about paying for minutes "subscriptions", and distributing the minutes is no longer a major task (compared with taking and editing them). Similarly with notice of meetings – while there have certainly been deficiencies in this area, both with timeliness and making sure all the right addresses are reached, given an e-mail approach the actual sending of the notice is not something that takes any significant time or effort.

Instead, the actual job of Corresponding Secretary has somehow evolved into picking up the mail from the post office box. Not only is this not one of the responsibilities assigned to this office in the bylaws, but the bylaws actually state that it is somebody else's job! (III.2.a.5 "The President shall receive all mail ...")

The bylaws also currently split the responsibility for keeping track of information about the clubs – the Corresponding Secretary is supposed to track the addresses of clubs and delegates, but the First Vice President is supposed to keep a list of where and when they dance and their callers. In actual practice, both of these jobs, to the degree they get done at all, have been done by the Calendar Chair or the Webmaster.

I propose that we combine these two positions and have one Secretary, responsible for keeping the minutes of meetings and distributing them along with related notices, agendas, and reports. This is mostly what is happening anyway. In order to do this job properly, the Secretary should continue to have responsibility for maintaining up-to-date information on how to reach clubs and delegates, and might as well officially collect the other information about clubs at the same time.

PROPOSAL

In I.8.c, change “Corresponding Secretary” to “Secretary”.

In III.1.a, change “six (6)” to “five (5)”, or if this number has already been reduced by another amendment, change “five (5)” to “four (4)”.

In the initial paragraph of III.2, change “Recording Secretary, Corresponding Secretary” to “Secretary”

Delete III.2.b.4 and renumber subsequent section.

In III.2.d, change “Recording Secretary” to “Secretary” everywhere.

Delete III.2.d.3

Add new section III.2.d.3:

Shall keep a membership register showing the names of member clubs, club Presidents, and Delegates, with mailing addresses for each, along with club dance nights, locations, and callers/cuers.

Renumber III.2.e.1.b to be III.2.d.4.

Renumber III.2.e.1.c to be III.2.d.5.

Renumber III.2.e.1.d to be III.2.d.6.

Renumber III.2.e.1.e to be III.2.d.7.

Delete the remainder of III.2.e.

In III.2.f.1.e, change “Recording Secretary” to “Secretary”.

In III.3.c, change “Corresponding Secretary” to “Secretary”.

In III.6.d, change “Recording Secretary and the Corresponding Secretary” to “Secretary”.

In Standing Rules 2.r [which may now be 2.q as a result of an amendment made in July], change “Corresponding Secretary” to “Secretary”.

Proposal 2: Consolidate Vice President Positions

We currently have two Vice Presidents, each with a special responsibility: the First Vice President is in charge of membership and the Second Vice President is in charge of association dances (which currently in practice means the Whing Dings). One or the other of these positions has often been vacant, leaving responsibility for these functions unclear.

Almost all organizations have some sort of Vice President for the purpose of backing up the President in case he becomes temporarily or permanently unable to do his job, or just needs help. But only some organizations assign their Vice President(s) specific other responsibilities. The qualities needed to serve one type of function well are not necessarily the same as for the other, and trying to find people who would be suitable for both aspects of the position can make it even harder to find someone to fill the position.

Evaluating club membership applications is a relatively infrequent task. I believe that management of the Whing Dings could be better handled by a standing committee, composed of people who volunteer because they are specifically interested in that aspect of the organization and/or have specific expertise in that area. But there would be nothing to prevent the Vice President from also serving as the chairman of that committee if his interests/abilities happen to make that appropriate.

PROPOSAL

In I.3, change “First Vice-President” to “Vice President”.

In II.1, 4th paragraph, change “either the Treasurer or First Vice President” to “Treasurer”, and change the second occurrence of “First Vice President” to “Treasurer”.

In III.1.a, change “six (6)” to “five (5)”, or if this number has already been reduced by another amendment, change “five (5)” to “four (4)”.

In III.1.k, change “First Vice President” to “Vice President”.

In the initial paragraph of III.2, change “First Vice-President, Second Vice-President” to “Vice President”.

In III.2.b, change “First Vice-President” everywhere to “Vice President”

Delete the entirety of III.2.c.

In III.2.f.1.c, change “First Vice President” to “Vice President”, delete III.2.f.1.d, and renumber subsequent item.

In Standing Rules 2.d, change “, First Vice-President, Second Vice-President” to “or Vice President”.
[This change is no longer applicable because of an amendment made in July.]

In Standing Rules 2.i [which may now be 2.h], change “The Second Vice-President or a representative” to “An officer or other representative”.

In Standing Rules Appendix A paragraph 2, change “1st V.P.” to “Vice President”.

Proposal 3: Whing Ding Committee

I believe that a standing committee with specific responsibility for the Whing Dings will have a greater chance of making them successful. Ideally, if the Whing Dings continue to be jointly sponsored by SCVSDA and SCVCA, I believe that it will be best for responsible members of both organizations to work together on planning these events, and have the authority to act without having to go back to either organization's board for routine matters like location, which has caused delay and confusion in the past. This proposal sets up a formal framework and clear authority for such a management approach, while still allowing the Board and Delegates to give overall direction through pre-approved guidelines or a contract.

PROPOSAL

In the first paragraph of III.9, insert after “Dancing at the Fair,”: ”Whing Ding.”.

Add new section III.9.g “Whing Ding” and renumber subsequent sections:

This committee shall produce and promote fifth-Saturday Whing Dings. Subject to guidelines established by the Board or General Committee, this committee shall have the authority to secure facilities, callers, and cuers for these dances, as well as to determine the program and pricing. If SCVSDA enters into an agreement with any other organization(s) for co-sponsorship of these dances, that agreement may provide for the other organization(s) to appoint members to this committee, and this joint committee will operate subject to the provisions of such agreement. Whing Dings will not be held on New Year's Eve.

Proposal 4: Fix Number of Directors

The bylaws currently specify that there should be one Director for each three member clubs. These Directors along with the officers comprise the Board. Given the current number of clubs, we should have four Directors. It has been several years since these positions have all been filled. This year we have only one Director!

I think that the role of this position, and in particular the relationship of these people to the clubs, has gotten rather muddy over the years. Supposedly they each have a set of clubs for which they serve as a "liaison", but in practice this doesn't work very consistently. Typically they have a real relationship with one or two clubs and only visit the others once or twice a year. With the smaller dancer population, there are fewer people willing to serve in any job relating to an association, and the Director and Delegate positions often get taken by the same people. And when one of those few specific jobs comes along that has traditionally been done by the Directors, such as conducting the vote for Top Ten callers, it now often turns out that practical considerations make it difficult for a Director to deal with all of his particular set of assigned clubs, and some other member of the Board has to do the job for some of them.

The formula hasn't been taken seriously partly because there just weren't enough volunteers, and partly because the formula doesn't take into account the mix of clubs we currently have or any clear measure of the effort expected of a Director with respect to a club. There are several clubs that are "odd cases", and it has been easy to explain away lack of compliance with the formula by saying things like "X can handle that one also because that one doesn't really require any work". But however any particular person justified it, it has been years since we have been in compliance with this provision of the bylaws and I believe that this itself has caused people to take the position even less seriously, leading us to where we are now with just one Director.

Many organizations have additional members on their boards beyond the officers, and these positions serve several useful functions. They provide a way for members who have a special talent or interest in organization business to contribute to the board without taking up an officer position (for which they may not be suited, or which would otherwise be held by somebody equally talented/interested). They can help make the board more representative of the organization as a whole in cases where the officers happen to come predominantly from certain constituencies (in our case, clubs).

I propose that we continue to include such Directors as part of our Board, but that we fix the number of Directors at three, and eliminate the link to specific clubs. I believe that most of the communication with clubs can be (and mostly already is) conducted by other means, and when a task that calls for in-person contact with the Board comes along the President should be free to assign various members of the Board as may be convenient based on their schedules and other practical considerations.

Three is a reasonable number for the purposes mentioned above, but small enough that it should be possible to consistently find enough people willing to serve, given the sort of culture of greater productivity which will hopefully develop as a result of these various proposals. Note that in combination with the proposals for consolidation of officer positions, this would give us a board with a total of seven members.

PROPOSAL

In I.8.b, delete “, with a copy to SCVSDA Director assigned to said club”.

In III.1.a, change “elected Directors equal to the total number of Member Clubs divided by 3, rounded down to the nearest whole number, i.e., 39, 40 or 41 clubs shall equal 13 Directors; 42 clubs shall equal 14 Directors” to “three (3) elected Directors”.

Replace III.3.a through III.3.e with the following, and renumber the subsequent sections:

- a) Directors shall assist, along with other Board members, in maintaining communication with member clubs through attendance at club nights, classes, and special dances, visiting clubs in whose activities they do not ordinarily participate, and making themselves available to club officers for discussion of topics relating to SCVSDA.

Proposal 5: Board Voting

Reading the current bylaws, it seems clear that the General Committee (composed of the club Delegates) was originally envisioned as playing a significantly different role than the Board (composed of the Officers and Directors). As is common in many organizations that bring together other organizational entities (affiliates, regions, chapters), there was one body designed primarily for representation of all those entities (in our case, clubs) and the other intended to serve more of a management function – with the former expected to be significantly larger than the latter, and the character of their meetings correspondingly different.

Consider, for example, the sample calculation given in the bylaws section concerning the (current) formula for the number of Directors: "39, 40, or 41 clubs shall equal 13 Directors". With that many clubs, the Board would have been significantly bigger than today, around 20 members. But the General Committee (meeting of Delegates) would presumably have numbered over 100. A meeting of 100 people has a completely different character from a meeting of 20 people.

With fewer clubs and fewer people from each club interested in participating in association business, we have a totally different situation today. As someone with experience serving as an officer in a number of non-square-dance organizations, I was at first puzzled, then increasingly exasperated, by the phenomenon of two meetings, held on the same afternoon, with almost the same agenda, attended by many of the same people, hearing in many cases exactly the same report twice. I am sure many others see this as anything from mildly annoying to downright idiocy. People who attend both meetings are having their time wasted by this repetition. And Delegates who don't attend the Board meeting could easily feel like they are being treated as "second class citizens" when they find themselves discussing things that so many of the other people in the room have already discussed, and in some cases already voted on – when in terms of representative theory the Delegates should be the "higher level" body, representing the "owners" of the organization as a whole.

At the same time, we have people bemoaning the lack of discussion of "big picture" topics, such as reversing the decline in dancer numbers, cooperation among clubs on various activities, and so forth. It doesn't require agreement with anybody's specific proposals or even their characterizations of the problems to recognize that the current meeting structure doesn't lend itself to addressing such issues. Whether anybody's ideas along these lines are good or bad, both meetings are so consumed by organizational overhead topics and operational minutiae that there simply isn't time for extended discussion of anything else.

I propose that the Delegates be given a more prominent role by establishing a meeting schedule which allows them to focus their attention on broader issues and makes more effective use of their time. Rather than meeting six times per year and having to share time with the Board, I propose that their regular meetings be quarterly on a different day from the Board.

By having longer meetings less frequently, these gatherings of the Delegates would likely be seen as more significant occasions, something to which people might actually look forward, rather than simply part of the repetitive pattern of organizational drudgery. They might even be made into more festive occasions by scheduling other activities, such as a meal, as part of the overall event. There could even be a dance.

Such a schedule would:

- 1) *Allow more time for Delegates to address “big picture” topics.*
- 2) *Make it easier for Delegates who are not also interested in administrative details to avoid getting involved with them.*
- 3) *Encourage the Board to make administrative decisions on a more flexible schedule (i.e., with less delay) by freeing their schedule from Delegate attendance issues.*
- 4) *Encourage the Board to be more attentive to what the Delegates are doing because they won't be so busy with their own concerns at the same time.*
- 5) *Encourage committee chairs to think about their responsibilities from both a “big picture” perspective and an operational perspective, and make reports to each body that fit into that body's responsibilities rather than just repeating the same report twice.*

Switching the Delegates to a quarterly schedule does not require any change to the bylaws, because the bylaws currently only require them to meet four times per year. However, with the Delegates meeting separately from the Board, I think it makes sense to reduce the number of required Board meetings from six to four.

Making the Board smaller and disconnecting its schedule from that of the General Committee (Delegates) could go a long way toward enabling the Board to act more quickly and with less overhead. Meetings could probably be held in somebody's living room, and with fewer members it would be easier to schedule special meetings if circumstances called for that.

In addition, I propose that the Board be explicitly authorized to conduct business electronically (e.g., by e-mail). Many organizations already have rules for this. Some organizations do it informally even without enabling bylaws, e.g. by considering electronic communications to be a form of “mail” where their bylaws already allow for “mail ballots”, by considering electronic votes formally to be only “straw votes” with the actual responsibility being taken by the President or subject to later ratification at a meeting, or simply ignoring their own bylaws and justifying this form of voting as necessary to deal with some sort of “emergency”.

I think it would be better to define rules to explicitly authorize this kind of decision-making, making it as binding as decisions made at a meeting so time isn't wasted rehashing the same decisions at a meeting, while preserving important parliamentary values such as notice and the right of minority viewpoints to be considered.

The rules I am proposing would allow any decision that the Board is empowered to make to be made in 72 hours if all members agree that it is really that urgent, and in no more than a week as long as most members were being responsive, while preserving the right of all members to make their views known before anybody's vote becomes final.

During the initial three days (and then the remaining four days, if not all members have responded by the end of three days) members could “debate” through e-mail or phone or any other method they choose. The Secretary might assist this process by providing common tools (e.g., an e-mail list) but members would not be limited to that and I am not proposing to include anything in the bylaws about that.

PROPOSAL

5A – In-Person Meeting Schedule

In III.1.k, change “at least every other month” to “at least four times per year in a month when there is no General Committee meeting scheduled”.

5B – Electronic Voting

Add new section III.1.o “Electronic Voting”:

The Board may vote on motions electronically between meetings, with approval having the same effect as approval at a meeting.

- 1) The Secretary shall establish, subject to approval by the Board, procedures for electronic voting using e-mail or similar technologies, making suitable provision for security and for participation by all Board members.
- 2) The Secretary shall initiate an electronic vote upon submission of a motion by members representing at least two Board positions.
- 3) Members shall be allowed at most seven days to vote, and may change their vote at any time before the voting is closed.
- 4) If after seven days members representing at least five Board positions have not voted, the motion will be considered to have failed.
- 5) Voting will be closed immediately at any time after three days if all members have voted.
- 6) The Secretary shall report the result of the vote, including the full text of the motion and the final vote cast by each member voting, to all Board members immediately upon the voting being closed, and shall make the same report available to others on the same basis as minutes of a Board meeting.

Proposal 6: Budget

One of the most important aspects of running any organization is maintaining control of its finances, and a variety of methods are used to achieve this. The mechanisms employed by SCVSDA fail to adequately limit certain kinds of large expenses, while wasting the Board's time with consideration of trivial ones.

The SCVSDA has a budget, which outlines expected revenue and expenses in various categories. However, once this document has been adopted, it is rarely used in any way. Because the budget has no formal role in the process, unexpected expenditures can be approved by the Board or Delegates without any reference to the budget -- the budget neither enforces any limit nor serves to document the fact that the situation has changed. For example, a few years back the President was incurring expenses in attending Council meetings that significantly exceeded the limits specified in the Standing Rules. The Delegates approved these expenses after the fact, apparently out of sympathy for the financial needs of a volunteer, but in doing so they did not make an adjustment to the budget (which had been constructed on the assumption that the President would operate within the Standing Rule, which other Presidents have generally been willing to do).

At the same time, payments for expenses which do fall within the original plan are deemed worthy of a vote by the Board, even when small and completely routine. The agenda item for this purpose, titled "Approval of Bills", in my view represents one more example of misplaced priorities in the allocation of the attention of the SCVSDA's governing bodies -- even if it doesn't take that much time, it sets the wrong tone for the meetings. This practice also unnecessarily delays payment for routine expenses. Recent Treasurers have attempted to deal with this by requesting pre-approval of certain specific expenses (e.g., storage room rent), but these pre-approvals themselves are not documented in any way that makes them easy to find.

I propose that the budget be used as unified mechanism to control, authorize, and document the SCVSDA's spending. Specifically, the budget should be considered to represent limits on expenditures. If it becomes necessary to spend more than planned, this could still be approved by the Delegates or Board, but this approval would be expressed by a change in the budget. This would serve two purposes -- to force the decision makers to consider the additional expense in the context of the SCVSDA's overall financial priorities, and to document the change in plan so that everybody understands that the result may need to be either less spending on something else or a deficit. Once the budget is accepted as representing enforceable limits on spending, authority for approval of routine expenses can be safely delegated to the people who are responsible for those activities, with the Treasurer able to write checks upon presentation of appropriate documentation, rather than requiring a vote of the Board for every detail. Larger expenditures, or ones which are not routine in that making them also involves making decisions that go beyond finances, should require approval by the Board.

PROPOSAL

Replace the entirety of III.f.1 with:

The Chief Financial Officer, hereafter referred to as the Treasurer, shall receive and disburse funds of the SCVSDA, subject to the Budget and other rules established by the General Committee or Board.

- (a) The Treasurer shall prepare an annual budget, identifying appropriate revenue categories along with anticipated annual dollar amounts and expense categories with maximum annual dollar amounts, for approval at the Annual Meeting of the General Committee.
- (b) The Budget may optionally specify, for any expense category, a maximum dollar amount for a shorter period, e.g., monthly.
- (c) The Budget may optionally specify, for any expense category, an officer or committee authorized to approve expenses in that category.
- (d) The Budget may be amended at any meeting of the General Committee by majority vote, or by the Board of Directors by a 2/3 vote.
- (e) The Treasurer shall disburse funds upon direction by the authorized officer or committee, supported by appropriate documentation. Funds may be disbursed without documentation, or for expense categories where the Budget does not specify an authorized officer or committee, only by vote of the Board of Directors.
- (e) The Treasurer shall not disburse any funds in excess of the dollar limits specified in the Budget.
- (f) All disbursements shall be made by check, using checks carrying the address of the SCVSDA and bearing the signature of two officers.

Proposal 7: Caller/Cuer Procurement Committee

There have been continuing problems over the past several years with the process of booking callers and cuers for Jubilee. The Jubilee Guidelines contain a "Preferred Caller/Teacher/Cuer List", but this list has not been updated in more than five years and does not take into account the expansion of the Jubilee program since we moved it back to San Jose.

Callers and cuers for Jubilee need to be booked at least two years in advance -- historically it was done even earlier, and many popular callers simply are not available if we wait that long. If the Jubilee Committee for a particular year were to be constituted several years in advance, which I understand may have been the case at some time in the past, they could take charge of this. Selection of the featured staff is an important enough aspect of a festival that, ideally, the decision would be made in the context of the rest of the planning process (including budget, theme, program priorities, etc.). Unfortunately, in recent years we have been lucky to be able to just find a General Chair even one year out, which is far too late to be booking the kinds of callers and cuers we would like, so a special Caller Procurement Committee attempts to fill that gap, and a similar thing happens for cuers.

This approach has itself been fraught with difficulties. Changes in the makeup of the Caller Procurement Committee, along with lack of communication and general lack of documentation of the process (even the job of the committee does not seem to be documented anywhere), have sometimes left us in the awkward position of a caller believing he has been "procured" while the people currently working on this are unaware of it. We have also had cases where the Caller Procurement Committee felt that it was unable to properly do its job because other people were at the same time (and for the same Jubilee) talking separately to other callers. It has been unclear who has the authority to close the deal with a signed contract -- the President signs the actual contract, but that can't happen until the fee amount and other terms have been agreed upon. This has sometimes left the Jubilee Committee, when it finally comes into being, with callers having been "procured" and already advertised as calling at their Jubilee but without any contract having been signed -- also a potentially very awkward situation. And at that point, the question has come up who has the responsibility to fix the situation -- is it the job of the Jubilee Committee, or is the Caller Procurement Committee supposed to finish the job?

I propose that a Caller/Cuer Procurement Committee be created as a standing committee, with its authority clearly defined in the Bylaws. This committee would serve in a general advisory capacity with respect to callers for future events (e.g., they might work to update or replace the "preferred callers" list). But they would also be given clear (and exclusive) authority to book callers for future Jubilees in advance of the Jubilee Committee being assembled. They should be able to negotiate terms and arrange for a contract to be signed at least two years in advance. Their actions must be consistent with the long-term plans for Jubilee, and approval of contracts of this magnitude calls for approval by the Board, but this needs to be done in a way that allows them to do their "negotiating" job with minimal interference and delay by others. Specifically, I propose that any guidelines for their choices (number of callers to be hired, limits on fees) be given to them ahead of time, and that the Board be required to approve or disapprove their decisions in a strictly limited period of time. The goal is to have choices clearly made well in advance of the event, without important aspects of the deal "hanging" for months or years, and in those cases where a satisfactory agreement cannot be reached for both the callers/cuers and the SCVSDA to be able to move on to other possibilities without delay.

PROPOSAL

In the first paragraph of III.9, insert after “Dancing at the Fair,” ”Caller/Cuer Procurement,”.

Add new section III.9.g “Caller/Cuer Procurement” and renumber subsequent sections:

- 1) This committee shall identify prospective callers and cuers for Jubilee and other SCVSDA-sponsored events and report its recommendations along with information about caller/cuer availability to the Board, to any established Jubilee Committee(s), and to other committees responsible for dances.

- 2) In addition, during the period three years prior to a Jubilee but before a General Chair has been confirmed for that Jubilee, this committee shall have authority to negotiate with prospective callers and cuers for that Jubilee, subject to such guidelines regarding fees and qualifications as may have been established by the Board. The committee will report the terms of any tentative agreement with such callers or cuers to the Board in writing within 10 days of agreement being reached. SCVSDA's agreement will become effective 30 days after such notification, unless the Board acts within that time to explicitly override it. No officer or representative of SCVSDA shall have authority to negotiate with or offer a position to a caller or cuer for a Jubilee, other than this committee during the time prior to confirmation of the General Chair and the Jubilee Committee thereafter.

Proposal 8: Additional Provisions Concerning the Board

There seems to be widespread agreement that the current practice of having two bodies, the Delegates and the Board, meeting on the same day and with largely overlapping agendas, contributes to frustration of volunteers with no apparent benefit. Proposal 5 addresses this by retaining the Board as a body with regular meetings, but reducing the number of required meetings and putting them on a separate schedule.

Some have questioned the need for a Board at all – why not just have one meeting where everybody gets together and decides everything. In addition, some object to the current rule that excludes Officers from serving as Delegates, since this means that the very people who are most active and most knowledgeable about SCVSDA business can't vote on some of the most important decisions – or they decline to serve as Officers so that they will continue to have a vote!

I think that any organization with a range of activities such as we have needs to have a mechanism to make decisions more quickly than is practical with a periodic meeting of our Delegates. It is much more practical to call a special meeting of seven people whose identities are all clearly known to everybody, than of a set of several dozen people the membership of which can change at any time.

When something comes up that can't wait for a Delegates meeting, SOMEBODY is going to make a decision, even if that decision is made by inaction. If there is no Board, it will be some officer or committee chair. Sometimes that's good enough, but for the other times I'd rather see an established and somewhat representative group with clear authority recognized ahead of time.

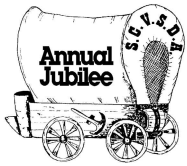
On the other hand, if Delegates are going to play a bigger role, there won't be as much need for the Board to meet regularly. This proposal reduces the requirement to just one meeting annually. This requirement could be satisfied either by an “organizational” meeting immediately following the annual meeting of the Delegates, or by the current practice of a “joint” Board meeting in October. The Board would still have the option of holding additional meetings if something that requires urgent action comes up.

Given a Board with this more limited role, it also seems reasonable to think of them as a subset of the Delegates, and remove the exclusion of Officers from being Delegates.

PROPOSAL

In III.1.k, replace the first sentence with: “The Board shall hold at least one regular meeting per year at a time and place set by the President.”

In III.4, delete “All Officers are ineligible to hold the position of Club Delegate.”



52nd Annual Jubilee Committee Report September 28, 2008



The SCVSDA's 52nd Annual Jubilee is in two weeks. There are still things to be done, and still ways in which you can make a difference. Please look at our website at <http://www.scvsda.org/jubilee.html> for online registration, the program, Lodging information, committee information, and much, much more!

For the Board:

- Please approve adding Debbie & Jerry Janke as Wagonmaster; Cal & Debi Vasquez as Assistant Wagonmaster; and Vicky Campagna as Solo coordinator.
- As has been done in the last 3 years, the Jubilee committee would like a loan from the SCVSDA of \$3000 to help in dealing with short term cash flow issues.
- As has been done in the last 2 years, please approve the attached indemnification agreement to assure those loaning sound equipment to the festival that we will keep their equipment safe.
- Instruct the committee on the issue of doing at-festival selling of 53rd Jubilee Early Bird registrations.

For the dancers:

- Bring your not-yet-dancing friends to the intro night on Friday, and also to the Blast Class on Sunday.
- Come and bring your dancing friends to as much of the Jubilee as you can.
- Volunteer to help with takedown on Monday morning, and / or setup on Thursday and Friday.

There are many ways in which dancers and their clubs can help us. Please register for the festival, and encourage your friends to do so.

Please consider volunteering, we have openings for people with many different skills and interests: We could use your help if you

- would promote the Jubilee at East Bay or San Francisco Plus dances;
- like to decorate (design, paint, construct, &c);
- are able to help with the event setup on Thursday or Friday; or
- are able to help with takedown on Monday.

If you would like to help, please talk to Joe Dehn, or Jim Davis.

Sales are somewhat below expectations, but similar to last year, see Ray's marketing report for more detail.

Attached please find Jubilee Treasurer's report, Marketing report, and indemnification agreement.

Jim & Sue Davis
General Chairman
52nd SCVSDA Annual Jubilee

52nd Jubilee Statement of Account
as of September 25, 2008

Income

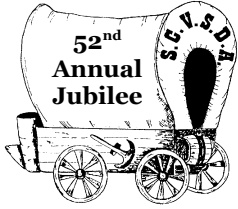
Ribbon Sales	\$8,116.28
RV Nights	1,069.00
Vendor Booth Space Deposits (11)	1,000.00
Program Book Ads	940.00
Dinners	428.00
Interest	<u>.46</u>
Total Income	\$11,553.74

Expenses

Deposit for Fairgrounds for 2008	\$ 1,000.00
Badge Hangers and Ribbons	218.00
Moving bank account (checks, slips, stamp)	88.62
PayPal expense	72.57
Advertising--Sales	515.00
Sound (two program book ads)	50.00
Vendor ad discounts	45.00
Postage	40.00
Misc. advertising expenses	<u>89.22</u>
Total Expenses	\$ 2,128.41

Net Balance **\$ 9,435.33**

Note: Jubilee checking account also contains \$3,000 seed money from SCVSDA.



52nd Annual Jubilee
Santa Clara Valley Square Dancers Association
P.O. Box 61442
Sunnyvale, CA 94088-1442
jubilee@scvsda.org
<http://www.scvsda.org/jubilee.html>



Marketing Report

Ray Olszewski
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September 28, 2008

Ribbon Sales

As of Saturday morning September 27, reported ribbon sales are:

	Actual 2008 (Sept 26)	Budget 2008 (Sept 30)	Actual 2007 (pre-registration)
Full Weekend	250 (249+1)	310	279
Class of 2008	20 (18+2)	0	N/O
Mainstream Special	5 (4+1)	0	N/O
Youth	4	12	2
Handicapable	32 (18+14)	40	41
Session	19 (16+3)	100	55
Blast Class	1	0	2

The 2008 actuals exclude 4 ribbons that the Chair has authorized refunds for (but that have not been made as of this writing). The Full Weekend total includes one ribbon donated by Jubilee to Golden State Roundup. The Actual 2007 numbers are from the 51st Jubilee Chair's Final Report and probably include some sales made after September 30.

These totals include some sales that have been reported but not yet submitted. They are indicated by the entries in parentheses. All of the Jubilee sales staff of 10 have provided me with up-to-date reports on their sales (as of 09-24 through 09-27). I am as confident as I can be that the totals here accurately reflect our actual sales as of yesterday morning.

Registrations by source for the 309 processed registrations are:

51 st Jubilee Registration Desk (Gold Rush)	87
Mail Orders (includes block of 18 Handicapables)	70
Web Orders	57
In-Person Sales	100

Print registration forms used beginning in January 2008 asked dancers to indicate their preferred dance level (program). The 309 recorded registrations (all but the 1 Blast Class registration) break out as follows:

Mainstream	4	
Plus	53	
Advanced	18	
Challenge	16	
Rounds	4	
Handicapable	18	
Not Asked	134	(Gold Rush, other early sales, all Web sales)
Asked but No Answer	62	

The smaller SCVSDA clubs are at or near 100% participation. The following numbers should be verified by the clubs in question; they are based principally on the membership lists submitted last June (as provided to me by the Malloys).

CPSD	-	probably at 100%
Belle Swingers	-	probably 1 person away from 100%
Star Eights	-	probably 2 people away from 100%
Charley's Angels	-	possibly 4 people away from 100%

RV Sales

We have 45 RV nights sold, consisting of 9 vendor nights and 36 dancer nights. This total excludes one vendor who is still listed in our database. Mondiki has canceled its vendor registration and requested a refund of all payments. It includes 2-night space rental by Square D for their truck.

Saturday Dinner Sales

We have 42 (40 logged, 2 reported) tickets sold for the Saturday evening Spaghetti Dinner. Of this total, 30 are a block purchase by Pioneer Squares for its Handicapable dancers and their escorts.

Publicity and Promotion

This effort is pretty much done. The last of our paid ads have appeared. We will continue to put out flyers at the few events that are scheduled between now and Jubilee. Bows and Beaus' January class graduates on Monday, September 29, and it will be the occasion of our last "Class of 2008" special promotion.

Program Book Advertising

As of this writing, I am aware of 16 2/3 pages of advertising in the 52nd Jubilee Program Book. The

total for 52nd includes 15 2/3 paid pages and a 1-page exchange ad with Golden State Roundup.

This compares with 14 pages in the 51st Jubilee Program Book (including a full page placed by SCVSDA as a memorial to Lloyd Hvalka and treated for accounting purposes as a paid ad).

Ad revenue for the 52nd Program Book is about \$1,010 (including some payments not yet deposited so not reflected in the Treasurer's Report). This compares with reported ad revenue for the 51st Jubilee Program Book of \$975 and a budget goal of \$1,000.

This year, I supplemented the usual sales effort with --

- e-mails to all local and nearby callers
- e-mails to all advertisers in the Roundup and State Convention program Books
- letters to about 20 restaurants located near the Fairgrounds

While this year's ad totals reflect a mix of losses and gains, it appears to me that these efforts were only modestly successful, adding (most likely) these advertisers:

- Keith Rubow Tapes and Recording Equipment (Roundup ad)
- Silver State (Roundup ad)
- PACE NorCal (Roundup ad)
- Los Violines (nearby restaurant).

We also exchanged ads with Golden State Roundup this year; last year, Roundup did not advertise in Jubilee's Program Book

Other new advertising in this year's Program Book – there are several other ads that were not in the 51st Program Book -- came from sales efforts by others.

Resolved, that the SCVSDA deeply appreciates the loans made by callers, cuers, dancers, and others of equipment to sound the 52nd Jubilee; and

That the SCVSDA recognizes its responsibility for the proper care and wellbeing of this borrowed equipment; and

That the SCVSDA recognizes that there is a possibility of loss or damage to this equipment, beyond normal wear and tear, due to theft, accident, mischance, or improper handling thereof; and

That the SCVSDA intends to make whole any person lending equipment who suffers such a loss during the 51st Jubilee; and

That the SCVSDA recognizes that, even among friends, honest disputes may arise; and, therefore,

That the SCVSDA agrees that any dispute arising in regard to reimbursement of such a loss may be resolved by binding arbitration of a 3-person panel made up of one arbitrator chosen by the SCVSDA board, one arbitrator chosen by the lender suffering the loss, and a third arbitrator chosen by agreement of the first 2 arbitrators.