

Dance and Drill Coaches Association of Oregon
Board Retreat (Day 1) - Meeting Minutes
August 19, 2022
6:30pm

Present: Hayley DuLong, BriAnne Hollett, Coral Burgess, Erika Myrick, Danielle Schneider, James Healey, Chantel Stevens, Amanda Wilcox, Dave McCall, Roshny Martuscelli

- 1) Motion from Dave to approve the Consent Agenda Items. Seconded by BriAnne.
 - a) All in favor. Motion Passed.
- 2) **CONSENT AGENDA:**
 - a) Meeting Minutes - Hayley
 - i) Minutes were approved via email and sent out in the June newsletter.
 - b) Treasurer's Report- BriAnne
 - i) Current Balance (7.31.2022): \$88,987.85
 - (1) Checking: \$26,815.87
 - (2) Business Savings: \$68,581.94
 - (3) Paypal Account: \$300.04
 - c) Membership Update - Chantel/Dave
 - i) 59 Existing (Not New) Coaches Registered
 - ii) 9 New Coaches
 - iii) 3 Associates
 - iv) 6 Judges
 - v) 2 Club/JR Teams
 - vi) 8 Business Members
 - d) Updated Board Call Lists - Dave
 - i) Dave sent the updated list on August 15th to the Board.
 - e) DDCA Credit Card - Danielle
 - i) After further discussion with Chase Bank, it was determined that the DDCA doesn't have enough of a cash flow for a credit card through Chase Bank. There may be other options available to us.
 - f) OSAA Update - Danielle
 - i) 1-4A Roster Maximum
 - (1) From KT Emerson: The request to raise the maximum number of performers for 4A/3A/2A/1A to 50 to align with other classifications has passed. I will get the Dance Handbook updated and get those changes communicated to all coaches in August.
 - ii) State Judges Pay Increase Proposal
 - (1) The proposal regarding judges' pay will not be reviewed by the OSAA Official Fee Review Committee. That committee is only for OAOA officials. The proposal has been sent to KT who said she will connect with Roshny.
 - g) Outstanding Payments from 2021-2022 - BriAnne
 - i) Vivid (Cat Champions Shirts) - Will present at Fall Conference.

- ii) Passages Arts Project (State Champions Shirts) - Paid.
- h) Paid List of Memberships for 2022-2023 - Bri
 - i) South Albany
 - ii) Thurston
 - iii) Gresham
 - iv) Astoria
 - v) Lake Oswego
 - vi) Canby
 - vii) Sam Barlow
 - viii) Westview
 - ix) Tigard
 - x) Sherwood
 - xi) Philomath
 - xii) Nelson
 - xiii) Reynolds
 - xiv) Pendleton
 - xv) Sheldon
- i) Paid Competition Hosting Fee - Bri
 - i) Tigard
 - ii) Sherwood
 - iii) Rex Putnam
 - iv) Reynolds
 - v) Canby
 - vi) Centennial
 - vii) Pendleton
 - viii) Philomath
 - ix) Gresham - *refunded; not owed for DDCA Champions host*
 - x) Parkrose
 - xi) Thurston
 - xii) West Linn
 - xiii) Sheldon
- j) JA Leadership Team Application Update - Roshny
 - i) The board voted via email to approve updates to the JALT Education/Evaluation Director position and to formally create 2 Evaluation Assistant positions. The vote was 9 in favor and 0 opposed/abstained.
 - ii) JALT Applications went out on Tuesday, August 2nd. As of August 5th, we have received 3 applications (1 for recruitment, 1 for scheduling, and 1 for IT/Tabulation).
 - iii) Available positions: Evaluation/Education Director & Assistant Evaluation Director. Reached out to a few people about applying, but most don't feel like they have the time to commit or they are affiliated with a team.
 - iv) Vote will go out to the JA Membership on Tuesday, August 9th and the vote will close on Sunday, August 14th. August 18th is the first JALT meeting via Zoom.

- k) HS National Honors Society for Dance update - James
 - i) A few emails were sent out, but no reply. Still sounds promising, but they only give examples of schools/studios and not organizations like the DDCA.
 - ii) Will still try to find answers, but it won't happen this year.
- 3) Band To-Do List Review - Danielle
 - a) Reminder from Danielle to review the Manual edits before the retreat.
 - b) Website Updates - Chantel & David
 - i) LGBTQIA+ Page to be added.
 - ii) Dance Opportunity Page will be published as we get more dates.
 - iii) All-State information will go out soon. More pictures are needed.
- 4) Fall Conference Update - Bri & David
 - a) Location & Time: Tigard High School on September 10th, 2022.
 - b) Bri sent out an update to the conference team this week. All classes are confirmed with teachers.
 - c) Food will be ordered next week.
 - d) Dance Team Union - gave us Business Membership & would like to provide a meal to the conference.
 - e) Bri & Annie are partnering together to gather people to provide information and present the "History of Dance".
 - f) Need support to promote the conference:
 - i) Board Members will reach out to "Call Lists" this week to remind coaches to sign up.
 - g) Facilities:
 - i) Main Gym, Aux Gym, Studio, Commons, Athletic Office, & Library will be available at Tigard HS for Conference.
 - ii) Parking: By Athletic Office (not in front of school due to limited availability).
 - h) Vendors will be at the conference this year.
 - i) Beverages will be available all day. Catering will be provided.
- 5) Tech Fee Review/Savings Suggestions - Bri
 - a) We are currently paying around \$200 for our Zoom Subscription.
 - i) Cheaper Options - BAND & MS Teams. They are both free!
 - b) We are currently paying ~\$650 for DropBox.
 - i) Google Drive Subscription is free.
 - ii) We will not renew the subscription for this year.
 - c) Bri was able to cut our monthly bill in half for Constant Contact.
 - d) By changing our subscriptions, we will save over \$1000.
- 6) Open Board Roles - Danielle
 - a) The following positions have now been filled:
 - i) OSAA AAC Position 2 - James
 - (1) Works with Speech, Band, Choir, Cheer & Dance
 - (2) Meetings in October & May
 - (3) Take DDCA Proposals to OSAA. Work with KT.
 - (4) 3-Year Commitment

- ii) Chair Elect - Amanda
 - iii) OSAA Today - Chantel
 - (1) Discussion about whether to continue writing these articles on behalf of the OSAA.
 - (2) Bri suggested switching this to “DDCA Today” as OSAA has not shown any interest in promoting or writing about our sport.
 - (3) Chantel is planning to travel to schools and do “team features”. Take pictures/videos and promote teams on social media.
 - (4) James suggested simplifying the news stories. Send a few stories to OSAA a year - discussing what is happening in the dance world.
 - iv) DDCA Championships Director - Dave
 - (1) Assistants: Hayley, Amanda, James, Coral
 - v) Fundraising - BriAnne
 - (1) Grants
 - (a) Difficult application process. Usually takes 1-4 hours to complete.
 - (b) Discussion on companies that may be willing to help and other ways to attain a grant.
 - (2) Giving Tuesday
 - (a) Hasn’t been successful in the past few years due to limited participation.
 - (b) Suggestion to move to a one-day Instagram post.
- 7) Category Champs - Host School Fund Allocation:
- a) Discussion about the allocation of funds to the host school for DDCA Championships.
 - b) History: Allocation of funds to the host school at the first DDCA Category Championships was small due to the uncertainty of the participation.
 - c) Allocation of funds to the host school hasn’t changed since the first DDCA Category Championships.
 - d) Suggestion: To increase the contribution to \$5000 from \$2000 for the hosting school.
 - e) Dave suggested having a percentage split between the host school and the DDCA. Hosting School will receive 40% of the gate and DDCA would receive 60%.
 - f) **MOTION by BriAnne:** At the DDCA Category Championships, the hosting school will receive 40% of the gate and DDCA will receive 60%.
 - i) Seconded by Amanda.
 - ii) All in favor. The motion passed.

Meeting Adjourned at 8:22pm. Day 2 of the DDCA Board Retreat will resume on August 20th, 2022.

Respectfully Submitted:
Hayley DuLong; DDCA Secretary