

**Dance and Drill Coaches Association  
Board of Directors Meeting Agenda  
Tuesday, August 29, 2023  
Forest Grove High School, 6:00pm**

Welcome & Call Meeting to Order – Danielle

Attendance: James, Erika, Danielle, Ally, Mackenzie, Coral, Karalee, Roshny, Elle

- Consent Agenda (10 Minutes)
  - June 16 & June 29 Meeting Minutes – Mackenzie
    - *Approved via band.*
  - Additional Competition – Danielle
    - *Gresham High School was added as a competition host on January 27, 2024.*
  - Blocking Survey/New Category Vote – Danielle
    - Blocking Survey (32 teams responding):*
      - *Blocking with Modifications: 11 teams*
      - *Continue Blocking as is: 10 teams*
      - *Remove Blocking: 10 teams**Based on this survey, about 2/3rds of the teams would like to see blocking continue.*
    - New Category Vote (33 teams responding):*
      - *Game Day - 6 teams*
      - *Halftime - 11 teams*
      - *None - 4 teams*
      - *Solo/Duo/Trios - 12 teams**We will add Solo/Duo/Trios to our Fall competition schedule. We need to determine what the score sheet will look like for this category.*
  - DDCA CD Update – Danielle
    - *Through our CD investments, the DDCA has earned \$705.43 in interest income since January 2023. The current balance of our CD is \$49,705.43. This money has been invested in another 3-month CD (July 19 to October 19, 2023) at 3.0% APY.*
  - Membership Registration update – Elle
    - *Teams Registered not paid: 25*
    - *HS Teams Paid: 15*
    - *Jr Teams Paid: 1*
    - *Business Members: 1*
    - *Judges Registered: 14*
  - DDCA Raffle Fundraiser Update – James
    - *Total donations received: \$608*
    - *Total entries: 207 (all items)*
    - *Total number of participants that have entered: 25*
    - *Note: Whitebird season subscriptions, NW Dance Project subscription, Bodyvox 30-day pass have ZERO entries.*
  - Conference Registration Numbers - James
    - *RSVP Board Members: Three*
    - *RSVP unpaid: One coach*
    - *RSVP paid: None*

- o AD Survey Update – Danielle
  - *OACA has indicated that they will send the dance survey to AD the week of August 30. Results will be shared with the Board once the survey is completed. September 12, Danielle and Kenzie will host a Zoom meeting for schools that offer dance but have questions regarding the DDCA, local competitions, and State.*

*Mackenzie motions to approve consent agenda, Ally second. All in favor.*

- Board Growth (20 minutes)
  - o DDCA Manual Review ([Section 2 \(page 18\) + Section 3 \(page 19\)](#)) – Danielle
  - o Goal Review ([link](#)) – Danielle
    - *Streamline and update the website*
      - *Changes have begun!*
    - *JA - Increase judges pool and build a training that is worthwhile to new judges and veteran judges.*
      - *15 interns going into this season*
    - *Increase business memberships from eight to twelve*
      - *Using the conference to help build this.*
    - *Moving to a more robust conference in the spring*
      - *Discussion on how we can begin to build this.*
    - *Diversification of our scholarship revenue*
      - *Raffle has been a great start.*
      - *QR codes could be used during pass the hat, set up at check in.*
    - *Create a brand for our social media*
      - *Ally and Mackenzie are working on this.*
    - *Streamline drill down caller availability to set up competition directors for success and better tracking*
      - *Working off of previous lists and looking to increase with new season memberships*
    - *Evaluation and update of Jr. team services*
      - *Continued discussion surrounding how we get the MS teams involved*
      - *Adding an educational opportunity for MS teams*
      - *Identify leader in MS team group as a liaison between MS and the Board - Coral and Erika will meet*
    - *Have a full and complete Board and JALT*
- Business (2 hours; 30 minutes)
  - o Treasurer Report – Danielle/Roshny
    - *22-23 Budget to Actuals (final as of 7.31.23)*
    - *Background check fees*
    - *Adjustment for 23-24 background check fees (Board vote)*
      - *\$1,000 adjustment for two years worth. Mackenzie motions to approve, Elle seconded. 7 in favor, 2 abstain.*
    - *JV team membership fees*
  - o JA Update/Training Question – Roshny
    - *Membership Dues Registration/Tracking payments*

- *First JALT meeting on Sunday the 3rd*
- *NDCA group discount for JA's - would credential all judges in OR. Would streamline veteran and rookie judges. \$50 per judge in the first training and \$50 membership fee.*
- *Judge pays membership fee upfront then will be reimbursed first half after fall competitions and reimbursed the second half after winter competitions.*
  - *Karalee motions, James seconds - 7 in favor, 2 abstain*
- *JALT open positions Education and Evaluations*
- o Business Memberships – Elle
  - *Raffle Business Partner Collaborations - James*
- o ED Contract & Additional Annual Reminders – Roshny
- o OSAA Update – Danielle
  - *Missy new OSAA rep.*
- o Financial Procedures & Policies (*Vote needed*) – Danielle
  - *Mackenzie motions to approve, Elle second. - 7 in favor, 2 abstain*
- o Fall Education Symposium – Karalee
  - Board Assignments
    - *Elle and James helping with registration - needing more*
    - *Board members there to greet*
    - *Qdoba to deliver - James and Coral to help with food*
    - *Erika and Ally - tech support*
  - Logistics
    - *Classrooms for lecture, gym and dance room for moving classes*
    - *Need projector and screen at WLHS and microphone*
    - *Danielle/Roshny to instacart drinks*
    - *Erika will bring a couple, Karalee, and Coral to bring ice chests*
  - Registrations
    - *Anticipating 20 participants*
  - *Board commitment to reach out to call lists to advertise Fall Education and Membership meeting*
  - *Incentives: movie basket raffle - Danielle gift card, Mackenzie popcorn, Karalee dutch card, Aviation museum tickets, H&M giftcard, Seattle chocolate, Mackenzie will provide a basket. NDCA membership in gift basket?*
  - *Graphic that we can share! Mackenzie will create.*
- o *Spring Conference Discussion*
  - *Date reminder: April 27, 2023*
  - *Discussion around venue options for both the conference (school) and the awards dinner (nearby location)*
  - *Committee meeting to be scheduled in October at West Linn High School*
- o Raffle Outstanding Questions – James
  - *Additional items donated*
  - *Discount code option - not available*
  - *Add an agenda line to the membership meeting to discuss the raffle!*
- o Solo/Duo/Trio Scoresheet (*Vote needed*) – Erika & Roshny
  - *Ally motions to approve, Elle seconds. 8 in favor, 1 abstain. The membership will vote at the fall meeting.*
- o All State Director – Danielle
  - *Fill Role - reaching out to membership*

- Choreographer Update
    - *Board members will reach out to contacts they have - follow up in the October meeting*
    - *College dance team members as assistants*
  - *Need location to host - board members to check in with school availability, think about custodial support*
- Fall Membership Meeting Agenda – Danielle
- *Scholarships have been paid out except for two.*
- *Opportunity scholarship - goal of getting this live and out to membership on Sept. 9th*
- Tabled Agenda Items (*September Meeting*)
  - JR. Team Membership Fee – Erika & Coral
  - Hour-A-Thon Fundraiser supporting the DDCA
  - Open Board Duties:
    - Chair-Elect
    - Awards
    - Scholar Athlete
  - Outstanding OSAA Discussion Items
    - Awards Presentation Timing
    - Culturally Inclusive Category

Reminders & Next Meeting Dates:

- Connect monthly with your call lists
- Please be saving documents in the DDCA's Google Drive
- Fall Education symposium & Membership Meeting – September 9, 2023, West Linn High School
  - Fall Education – 8:00am to 1:00pm, lunch included
  - Fall Membership Meeting – 1:15pm to 4:15pm
  - Drill Down Caller/Puller Certification following Membership Meeting
- JA Judges Workshop – October 7, 2023, 10:00am to 4:00pm, OSAA Offices (tentative)
- OSAA Title IX 101 Webinar – September 21, 10:00am to 11:30am
- October Board Meeting – 10:00am to 1:00pm, Erika's Studio