

**Dance and Drill Coaches Association  
Board of Directors Meeting Agenda  
Sunday, November 5, 2023  
Zoom, 6:00 pm to 9:00pm**

Welcome & Call Meeting to Order – Danielle

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

- Consent Agenda (5 Minutes)
  - DDCA CD – Danielle
    - *Our CD has rolled over for another 6 month term at 4% interest rate. We have earned \$1,077.65 interest income in 2023.*
  - All State Stipend Increase – Danielle
    - *It was requested to review the All-State Director stipend since the role will now be filled by a non-Board member. The Board reviewed the stipend amount and voted to increase the stipend to \$275 for the 23-24 year. 8 in favor, 1 abstain, 0 opposed.*
  - *Ally motions, Mackenzie seconded - 6 in favor, 0 abstain, 0 abstain*
- All State – Liisa (15 minutes)
  - Updates/Next Steps
    - *Choreographer*
      - *Stephanie Mores (sp?)*
      - *Savannah Lee, a blazer dancer, is available*
    - *Registration is live*
    - *Scheduled to walk through Wilsonville after Thanksgiving*
    - *Began process of finding judges*
    - *Number bibs - confirming where they are located*
    - *Discussion surrounding starting with Jazz or Contemporary, it was hip hop for 2023.*
    - *Reaching out to UofP dancers as assistants*
    - *Certificates - Will be passed out day of and Erika will hand write them day of*
    - *Dance scholarships are announced at state competition*
    - *JA will provide tabulators*
  - Invoices
    - *Weekly update with registrations between James and Liisa*
    - *12 RSVP'd, 1 paid*
- Board Growth (20 minutes)
  - DDCA Manual Review ([Section 4, page 20](#); [Section 5, page 22](#)) – Danielle
  - Goal Review ([link](#)) – Danielle
    - *Board reviewed goals*
- Business (2 hours; 20 minutes)
  - Band Communications - Danielle
    - *Please respond in a timely fashion in order for business to continue moving forward. Minimum every 48 hours.*
  - October Meeting Minutes – Mackenzie

- *Karalee motion, Elle seconds - 9 in favor, 0 opposed, 0 abstain*
- o Treasurer Report – Ally
  - 23-24 Budget to Actuals (as of 9.30.23)
    - *Board to put some energy behind business memberships*
    - *Fall education should break even when final dues are paid*
  - Unpaid Fee tracking
- o Scholarship Fundraising – James
  - Fall Raffle Follow-up Paperwork
    - *James will follow up on any paperwork*
  - Winter Raffle
    - *5 in hand, 6 or 7 in the works*
    - *Sliding scale depending on donation amount for a majority of the raffle. There will also be a few that will have fixed prices.*
    - *Opening the Monday of Thanksgiving, closing on Invitational day*
  - Competition Flyer
    - *Competition directors should have these posted and a part of the announcers directions*
- o JA Update – Roshny
  - *Training went well, reaching out for feedback*
  - *NDCA training was successful for the judging pool*
- o Membership Updates – Elle
  - Number of current registered members & vendors
    - *Three current business members - one paid, two unpaid*
    - *Board discussion surrounding additional businesses we can reach out to*
  - Unpaid Memberships Dues & Late fees
    - *Four teams to follow up about payment*
  - Membership Band Updates
    - *Non-registered coaches or associates will be removed from Band*
  - Roster for Coaches Communications
    - *Send out in newsletter and post in band*
- o DDCA Scholarships – Roshny
  - Opportunity Awards
    - *15 applicants - broken up into three categories based on applications - high, medium and low need*
    - *50% for everyone in high need and two dancers in the medium need.*
    - *All applicants will receive an amount.*
  - Diversity Excellence & Academic Scholarship opening/closing date
    - *Roshny is working on finalizing this information to bring to the Board.*
- o Fall Educational Symposium Survey – Karalee
  - *Discussion surrounding finalization the survey*
- o Spring Conference Discussion
  - *Committee to meet to finalize thoughts on what the spring conference and award dinner will look like. Will report at the December Board meeting.*
- o DDCA Invite – Danielle
  - Sound System Costs (see proposal)
    - *Reach out to Dan as a first option, with a student to help with computer and pressing play*

- *Second option to rent our own equipment and reach out to student(s) who could run the equipment*
    - Announcer
      - *Finalized - George Johnson*
    - Team Registrations and Communication plan
      - *17 teams registered, 35 routines, 8 soloists*
      - *Pushing social media information and Board communication*
    - *Apparel*
      - *Discussion around options Erika will get prices and bring them back to the board.*
  - o Fill Open Board roles – Danielle
    - Chair-Elect -
    - Awards - *Elle to take on*
    - Scholar Athlete - *Ally to take on*
  - o December Meeting Location – Danielle
  - o Jr. Team Liaison – Erika & Coral
    - *Meeting with a potential liaison - will update in the December meeting*
- Tabled Agenda Items
  - o Jr. Team Membership Fee – Erika & Coral
  - o DDCA Manual Updates
  - o State 2025
  - o Hour-A-Thon Fundraiser supporting the DDCA
  - o 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
- Next Board Meeting – December 3, 2024, 10:00am to 1:00pm, Location TBD