

**Dance and Drill Coaches Association  
Board of Directors Meeting Agenda  
Sunday, January 7, 2024  
West Linn High School, 10:00am to 1:00pm**

Welcome & Call Meeting to Order – Danielle

Present: Karalee, Coral, Erika, James, Danielle, Elle, Ally

- Consent Agenda (*3 Minutes*)
  - December Meeting Minutes – Kenzie
    - *Approved via band*
  - JA Update – Roshny
    - *The JALT will not meet in January due to schedule conflict*
    - *Carie King is working through Judge evaluation and will out of the JALT budget*
    - *JALT is looking to certify a few more performance judges and Ivana has created a fast track option for those who meet qualifications.*
  - CT-12/990 Filing – Danielle
    - *Sue requested an extension for the filing deadline of the DDCA's 2023 CT 12/990. Danielle will work with Sue to complete the filing.*
  
- Board Growth – Resume in January
  - DDCA Manual Review ([Section 6, page 29](#); [Section 7, page 31](#)) – Danielle
  - Goal Review ([link](#)) – Danielle
    - Reviewed Board goals for the year.
  
- Business (*2 hours; 20 minutes*)
  - Membership Updates – Elle
    - Number of current registered members & vendors
      - How to Increase Business Memberships
        - Reaching out to additional businesses and teams
        - Karalee, Coral, Elle and Erika reaching out to contacts
    - Unpaid Memberships Dues & Late fees
      - Erika, Elle and Coral connecting on outstanding list
  - Treasurer Report – Ally
    - 23-24 Budget to Actuals – November/December updates to be emailed
      - November budget to actuals sent out before meeting
      - Danielle and Ally to connect on refining buckets within budget to actuals
    - Unpaid fees & next steps
  - DDCA Invite – Danielle
    - Debrief for 2024 event
      - Ran smoothly
      - Move registration deadline up
      - Coaches need to communicate that the event is cash only for their spectators
      - Look into option to accept credit card payments in the future
      - Need more parking for future

- Board members at registration did not know where teams were supposed to go when they arrived at Sherwood MS
  - o All State - Liisa
    - Updates
      - Everything is confirmed for judges, choreographers and assistants
    - Assign duties
      - Assigned and listed on word document located in Band & in Google Drive
  - o DDCA Conference Committee Update – Karalee
    - Need to get location, cost, and date published
      - Looking in Canby area
        - Karalee in contact with a location, able to get discount through connection with James
        - Researching catering options
      - Looking to move some meeting agenda items into the conference schedule to reduce meeting time
  - o DDCA Scholarships – Danielle for Roshny
    - Diversity Excellence & Academic Scholarship applications live
      - Live on the website
    - Determine award amounts
      - Discussed scholarship awards, tentative goal of 5% for dance, top 3 for diversity excellence, and top student per classification for academic with additional academic awards to be determined based on scores
  - o Winter Meeting Agenda – Danielle
    - Finalized agenda for winter meeting.
  - o DDCA Awards (next steps) – Elle/Danielle
    - Elle creating forms for nominations.
  - o Scholar Athlete (next steps) - Ally/Danielle
    - Ally to create a form to share with coaches.
  - o Fill Open Board roles – Danielle
    - Chair-Elect
    - Open position
  - o Penalty Value Proposal Resubmission – James
    - Upcoming Meeting Feb 5 at 11am
  - o Heart of the Arts [Nomination](#) – Danielle
    - Board discussed individuals to put forward for various nominations.
  - o Jr. Team Liaison Update – Erika & Coral
    - Website needs
      - Build out the website page further.
- Tabled Agenda Items
  - o Jr. Team Membership Fee – Erika & Coral
  - o DDCA Manual Updates
  - 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
- Winter Meeting, January 14, 1:00pm to 3:30pm, Wilsonville High School
- Next Board Meeting – February 4, 10:00am to 1:00pm, West Linn High School