

(DRAFT) ICBDA ANNUAL BOARD OF DIRECTORS' MEETING MINUTES

Convention 41, San Diego, CA – Wednesday, July 5, 2017

TOPIC	SIGNIFICANT DISCUSSIONS/MOTIONS
Call to Order & Opening Remarks	Bob Nolen, ICBDA President, called the meeting to order at 1:10 pm after we determined we had a quorum per By-Laws Article V Section 3C (need at least 12 Board member units present). Bob welcomed people to the Convention, and reminded them to fill out the Convention evaluation that will be on line after Convention. This is really important for the organization and the next Convention. Also, fill out your reimbursement form and give to Rick Linden or Nancy Kasznay, Treasurers.
Moment of Silence	
--Introductions-- Executive Council (EC)	Bob & Sally Nolen - President; Shirley Ernst & Bob Anderson - Vice President; Anita Froehlich – Secretary; Rick Linden & Nancy Kasznay - Treasurer;
Incoming Executive EC	Joe & Debbie Krivan – President; Shirley Ernst & Bob Anderson – Vice President Anita Froehlich – Secretary; Rick Linden & Nancy Kasznay - Treasurer
Board of Directors (BoD)	Current Board members present were: Jerry & Louise Engelking Dan & Sandi Finch Anita Froehlich Ed & Karen Gloodt Bill & Carol Goss Joe & Pat Hilton Jack & Sharie Kenny John & Peg Kincaid Patrick & Eileen Krause Randy Lewis & Debbie Olson Rick Linden & Nancy Kasznay Terry & Jan Naylor JL & Linda Pelton Jim & Kathi Shideler Marv & Wanda Sorvala Curt & Tammy Worlock
Incoming Board of Directors	Incoming Board members present were: Steve Gibson Tim Keck & Tami Helms
Others	Others present were: Ulla Figwer, Video Chair Joe & Debbie Krivan, Awards Chair, Temp Conv 43 Chair Kenji Shibata, Executive Ambassador to Japan
Approval of 2016 BoD Minutes	The draft minutes of the 2016 BoD Meeting in Reno, NV were part of the 2017 Agenda. Rick Linden moved to accept the minutes, and JL Pelton seconded the motion. <i>The motion passed unanimously.</i>
BoD Approval of 2016 AGM Minutes	The draft minutes of the 2016 AGM Meeting in Reno, NV were part of the 2017 Agenda. The BoD will move to accept them, but the members will make final approval at this week's AGM. Shirley Ernst moved to accept the minutes as corrected, and Joe Hilton seconded the motion. <i>The motion passed unanimously.</i>

<p>Approval of 2016-17 Electronic Meeting Minutes</p>	<p>The draft minutes of the 2016-17 electronic meeting minutes were part of the 2017 Agenda. JL Pelton moved to accept the minutes, and Randy Lewis seconded the motion. <i>The motion passed unanimously.</i></p>
<p>Executive Reports</p>	<p>President’s Report – Bob & Sally Nolen The report is as presented in the 2017 Agenda.</p> <p>Vice-President’s Report – Shirley Ernst & Bob Anderson The report is as presented in the 2017 Agenda. Additional notes: For Midwest site, possibly looking at Denver. The 2020 Convention site will be discussed under New Business.</p> <p>Secretary’s Report – Anita Froehlich The report is as presented in the 2017 Agenda.</p> <p>Treasurer’s Report – Rick Linden & Nancy Kasznay The report is as presented in the 2017 Agenda. Additional notes: We have 3 more payments of \$15,000 each to pay off our floor: July 2017, July 2020, July 2023. Anita Froehlich asked what the “Unclassified” column meant, Rick said he didn’t know, it came with the software program, and he hasn’t figured out how to delete it.</p>
<p>Committee Reports</p>	<p>Convention 40 Reno 2016 – Linda Robinson, Chair, presented by Bob Nolen The report is as presented in the 2017 Agenda. Additional notes: There was an increase in dancers in the Ph III hall.</p> <p>Convention 41 San Diego 2017 – Curt & Tammy Worlock, Chaircouple There was no report in the 2017 Agenda. Discussion: Expected dancers so far = 394, last year = 531, but we will not lose money this year. Possibly Paso Doble kept some dancers away, but it was only 1 teach.</p> <p>Six (6) local couples did pay the surcharge. Another couple tried to book thru Expedia to get a lower rate, but then had to pay full parking and resort fees, so it actually was more than ICBDA rate. How do we educate dancers about ballroom charges tied to rooms we sell. Rick Linden suggested printing the registration rate to show a discount if staying at host hotel instead of a “negative” rate that appeared to be this year.</p> <p>Due to decreased attendance this year, Curt shrunk the flooring down in each hall, and that saved us a little money with Bob Bahrs who puts down the flooring.</p> <p>Convention 42 Tulsa 2018 – Paul & Linda Robinson, Chair, presented by Bob & Sally Nolen, Ass’t Chair The report is as presented in the 2017 Agenda.</p> <p>Convention 43 Orlando 2019 – Joe & Debbie Krivan, Temp Chair The report is as presented in the 2017 Agenda.</p> <p>Convention Procedures – Sally Nolen (and Linda Robinson) The report is as presented in the 2017 Agenda. BoD voted to approve the presented change to Top 15s to allow Convention Chair to decide if the 2 Top 15s will be danced together or in separate halls.</p> <p>Awards – Joe & Debbie Krivan The report is as presented in the 2017 Agenda. Jim & Kathi Shideler will take over Awards 10/1/17.</p> <p>By-Laws & Standing Rules – Rick Linden Anita Froehlich has proposed many “clean-ups” to our governing documents. These will be discussed under New Business.</p>

<p>Committee Reports (cont'd)</p>	<p>Carousel Clubs – Glen & Helen Arceneax Were not able to attend. Their report is as presented in the 2017 Agenda.</p>
	<p>Educational Videos – Ulla Figwer The report is as presented in the 2017 Agenda. Bob Nolen asked if we still wanted to produce DVDs, and the general feeling was as long as we aren't losing money, keep going. Bob stated that some new laptops don't have a DVD drive, so then we can give videos on a thumb drive. Ulla also gave updated information:</p> <p><u>Paid Orders for DVDs – October 1, 2016 - June 30, 2017</u></p> <ul style="list-style-type: none"> • 114 paid orders (3 for 2016, 111 for 2017) • The profile of orders is as follows: 43 Attendees, 71 Non-Attendees • With shipments planned to the following countries: US 53, Japan 57, Canada 2, Australia 2 <p><u>Complimentary Copies & Raffle Winner</u></p> <ul style="list-style-type: none"> • Complimentary DVD packages will be sent to clinicians and instructors (27) per the ICBDA By-Laws & Standing Rules. • Rick Linden & Nancy Kasznay won the raffle for a free 2017 DVD package. <p><u>Income, Projected Expenses, and Projected Net Profit to Date– October 1, 2016 – June 30, 2017</u></p> <ul style="list-style-type: none"> • Income to date: \$6,500 (includes \$2,110 to be paid by Kenji at Convention): • Expected expenses: \$3,000 for videography and \$2,777 in DVD reproduction and mailing fees, including \$450 for complimentary packages (including free DVD from raffle) • Expected Net Profit to date: \$723. <p><u>Transition of Educational Video Chair Role</u> Ed & Sharleen Martin have decided not to take the Educational Video Chair role starting in October 2017. Debbie Hawks has volunteered to take the role.</p> <p><u>Online Video Sales</u></p> <ul style="list-style-type: none"> • Bob Nolen investigated using YouTube as a platform to support posting and download of ICBDA DVDs. In the end it was discovered that ICBDA could run into issues monetizing posts on YouTube, so this option will not be pursued. • The next step will be to investigate the cost for ICBDA to provide a download option for purchase directly from the ICBDA website. • Estimated cost of Bob Bahrs' time to split the videos to prepare them for posting: \$300 • If/when available, it is expected that: <ul style="list-style-type: none"> ○ Online video sales will be in addition to DVD sales for at least 1 year to evaluate the adoption rate. ○ The package will offer all the tracks – workshops and demos – at 1 price. • Proposed pricing: \$33 for attendees and \$45 for non-attendees. Compare this with DVD pricing for which we pay \$15-\$25 duplication costs per unit (depending on shipping location): <ul style="list-style-type: none"> ○ Attendee: \$45.00 US/\$50.00 Non-US ○ Non-attendee: \$60.00 US/\$65.00 Non-US

	<p>Elections – Joe & Pat Hilton The report is as presented in the 2017 Agenda. In addition, Joe Hilton asked what year was it that we voted to change the Treasurer’s term from 1 to 3 years? We need to update our By-Laws & Standing Rules to reflect this in Article VI, Section 2, pg 8.</p>
	<p>Executive Ambassador to Japan – Kenji Shibata There was no report in the 2017 Agenda. Kenji stated:</p> <ul style="list-style-type: none"> • Every year, Japan has its own R/D Convention with 350-500 dancers. • Dancer numbers are stable in Japan. • 38 Japanese dancers attended this Convention.
	<p>Hall of Fame (HOF) – Marv & Wanda Sorvala The report is as presented in the 2017 Agenda.</p>
	<p>Historian – Roy & Janet Williams, presented by Bob Nolen There was no report in the 2017 Agenda. All but 3 syllabi since our 1st Convention in 1977 are now on our website.</p>
	<p>Legal Advisor – Sandi Finch There was no report in the 2017 Agenda. Nothing to add.</p>
	<p>Membership – Louise & Jerry Engelking The report is as presented in the 2017 Agenda. Updated figures: 500 Couples + 150 Singles = 650 memberships. 170 Teacher + 480 Dancer = 650 memberships</p>
	<p>Newsletter – Debbie Olson and Randy Lewis The report is as presented in the 2017 Agenda.</p>
	<p>Parliamentarian – Rick Linden There was no report in the 2017 Agenda. Nothing to add.</p>
	<p>Publicity, Advertising & Marketing – Bob Nolen The report is as presented in the 2017 Agenda. We have a Twitter account also with about 20 hits/week in the last 2 months.</p>
	<p>Registration – Roy & Janet Williams Were not able to attend. Their report is as presented in the 2017 Agenda.</p>
	<p>Round-a-Lab (RAL) Liaisons – Karen Herr (from RAL to ICBDA) (Karen stepped in just to give her report) Sharon & Casey Parker are new Chaircouple, Bruce & Kristine Nelson, Vice Chaircouple. Everyone invited to RAL Conventions, even dancers and non-member Teachers/Cuers. Round-a-Lab Liaisons – John & Peg Kincaid (from ICBDA to RAL) There will be a reception Fri eve of the 2018 RAL Convention before RAL starts on Saturday morn.</p>

Committee Reports (cont'd)

Technical Advisory Committee (TAC) – Dan & Sandi Finch

There was no report in the 2017 Agenda. Sandi passed out her report at the meeting (below), and additional notes:

TAC had a meeting this morning, and it was voted Hesitation Canter Waltz and Merengue packages will go up on TAC Manual webpage.

A continuing issue is how can non-members purchase our TAC Manual CD for \$11 if they cannot log in to get to the order page?

Someone suggested we write an article for RAL newsletter telling them we have a Manual if they would like to know more about that, and we explain why our Manual is useful and different from RAL's or others'.

Sandi & Dan Finch, TAC Chaircouple
12082 Red Hill Ave, Santa Ana, CA 92705
(714) 838-8192 / sandi@sandance.us

Technical Advisory Committee (TAC) 2016-17 Report

Purpose: The Technical Advisory Committee maintains the ICBDA Technical Dance Manual, which is available on line to members and on CD to anyone by purchase through the website. The primary focus of the committee is reviewing existing figures for thoroughness and accuracy, adding previously overlooked figures to existing rhythms, and considering the addition of new rhythms of interest in our activity.

Background: ICBDA's 1st Manual was the Reference Manual written by Frank Gilbert in 1979. The format for the current TAC Manual was adopted and copyrighted in 1991. It was initially released in written format, but is now only available as a download or by purchase on CD. The focus is to have a Manual that encourages innovation. Inclusion of figures is not limited to how many times they have been used in choreography.

Status: We are close to having built the committee to the size and composition established in the Standing Rules. By the Rules, we are to have 15 members, at least 8 of which are teaching units.

During the past year, members had taken assignments to review specific sections of the Manual, and their proposals are due at this Convention. We anticipate modifications in Tango, Bolero, Cha, and Waltz. We also have a new rhythm—Hesitation Canter Waltz (HCW)—to upload, along with a significant revision to Merengue.

Harold Sears handles orders for CD versions for the Manual. During the year, he had 2 orders, which were filled, and a 3rd order came in last week. US price is \$11 for the full Manual. One problem: We offer it to anyone, but the order form is under the Store on the website, which is members only. If we want to distribute it more widely, we should make access to it more public.

Pending Projects:

Salsa: Prior to his death, Dick Fisher prepared a collection of Salsa figures for the Manual. These have not yet been reviewed by the TAC, but will be on the table for the coming year. Foxtrot: All Foxtrot figures were reviewed in anticipation of preparing a Foxtrot booklet. It has been decided that members can download their own rhythm booklets; but the Foxtrot files are available for a final review and changes to the Manual.

HCW: Work will continue on adding additional figures to this rhythm. Hopefully we will have input from our ICBDA membership after the 1st figures are made available this year.

Respectfully submitted,
Sandi & Dan Finch

Chaircouple: Sandi & Dan Finch
Assistant Chaircouple: Harold & Meredith Sears
Secretary: Anita Froehlich

Tim Eum
Michael & Mary Foral
Rey & Sherry Garza
John & Karen Herr
Jack & Sharie Kenny
Rick Linden & Nancy Kasznay
Jim & Marty Morgan
Susie & Gert-Jan Rotscheid
Carol Somogyi & Rose Garduno
Tim Keck
Kaye West

Webmaster – JL & Linda Pelton

The report is as presented in the 2017 Agenda. Our entire website is now secure, and our log-ins are secure.

<p>Old Business</p>	<p>Issue of Ph III-IV Dancers Selecting Ph V-VI Dance Program (Which Could Affect the V-VI Top 15) Preliminary discussion was as in 2017 Agenda and 2016 Minutes. It would be too difficult to have phase-only voting ballots based on the voter’s preliminary identification of which hall they would mostly dance in. Some dancers go from hall to hall often.</p> <p>Also added was that it appears the exclusive Ph III dancer doesn’t vote for their dance program. Maybe they don’t know the dances? Teachers need to educate their Ph III dancers as to the dances on the vote ballot. Review dances the Ph III dancer doesn’t recognize. No motion came out of the discussion. We will continue to monitor this issue.</p>
<p>New Business</p>	<p>1 – Proposed General Changes to Overall By-Laws & Standing Rules Document (dtd 2/15/12) (Anita Froehlich) The proposed changes are as presented in the 2017 Agenda. BoD was not able to address the proposed changes, and it was decided to table it to next year.</p> <p>2 – Proposed Changes to Specific Standing Rules (President & Secretary areas) (Anita Froehlich) The proposed changes are as presented in the 2017 Agenda. BoD was not able to address the proposed changes, and it was decided to table it to next year.</p> <p>3 – Proposed Changes to Specific By-Laws (President & Secretary areas) (Anita Froehlich) The proposed changes are as presented in the 2017 Agenda. BoD was not able to address the proposed changes, and it was decided to table it to next year.</p> <p>4 – Need to change By-Laws Article VI, Section 2 to reflect the 2013 vote to change Treasurer’s term from 1 year to 3 years The change was not presented in the 2017 Agenda, but brought up from the floor by Joe Hilton, Elections Chair, so it is in the minutes as an action item to be fixed when the documents are updated.</p> <p>5 –Joint RAL/ICBDA Meeting 2018 (Bob Nolen & Sandi Finch) The issue was not articulated in the 2017 Agenda under New Business. It was just a placeholder, and seeing no additional discussion, BoD moved on.</p> <p>6 –Educational Videos (Ulla Figwer) The issue was not articulated in the 2017 Agenda under New Business. It was just a placeholder, and seeing no additional discussion, BoD moved on.</p>

7 – Proposal for 2020 Convention Site (VP Shirley Ernst)

There was no report in the 2017 Agenda. Shirley passed out her report at the meeting (below), and additional notes:

- Sandi Finch will review the draft contract
- Pending Sandi’s approval, Shirley moved that we have the 2020 Convention at the Atlantis Casino Resort Hotel & Spa and Reno-Sparks Convention Center. Rick Linden seconded. **Motion passed unanimously.**
- Suggest the flyer state that the “Additional ballroom fees are waived if you stay at the host hotel.”

Vice President’s Report For 2020 Location, July 5, 2017, San Diego, CA

- ❖ The following Convention sites are in place: 2018 Tulsa and 2019 Orlando, so our focus this year has been on a site for the 2020 Convention.
- ❖ Looking at being back in the West for 2020, we made site visits to Reno in April of this year and investigated 2 sites for possibilities with 1 being much better for us than the other. (We also checked out a 3rd site in Billings, MT, but judged that as not feasible at this time.)
- ❖ We are proposing Reno, NV as the venue for July 2020, and have negotiated a contract with the Atlantis Casino Resort Hotel and Spa and the Reno-Sparks Convention Center for our 2020 Convention.
- ❖ The Reno-Sparks convention center is connected to the Atlantis hotel via a covered walkway from the 2nd floor of the hotel (which is a non-smoking floor).
- ❖ The 3 ballrooms we will be using in the Convention Center are all carpeted.
- ❖ We will also have a vendor area and a registration area in the Convention Center.
- ❖ Board meetings, other meetings, and functions will be in the hotel.
- ❖ The Atlantis hotel has a free shuttle from the Reno airport.
- ❖ It is a 4-diamond resort with many amenities and restaurants. Several of the restaurants are on the 2nd floor which is a non-smoking area.
- ❖ There are several different options for rooms at the hotel, and there are also suites available. The resort fee is waived for our group.

Room Type	Single/Double rate	Triple rate	Quad rate
Atlantis Tower Room	\$134	\$144	\$154
Luxury Tower Room	\$156	\$164	\$174
Concierge Tower Room	\$214	\$224	\$234

- ❖ There are at least 10 restaurants and several snack bars in the hotel.
- ❖ There are also restaurants at a large outdoor shopping mall (Fire Creek Crossing) within a 10-minute walk of the hotel

	<ul style="list-style-type: none"> ❖ There is a small mall with a food market and several restaurants across the street from the hotel. ❖ Camping is available at the Grand Sierra, and several other campgrounds are listed on the web. It is hard to know what will be available 3 years down the road, however.
Adjournment	Tammy Worlock moved that the meeting be adjourned, and it was seconded. The motion passed, and the meeting adjourned at 4:25 pm.
<p style="text-align: center;">Respectfully submitted, <i>Anita Froehlich</i> Anita Froehlich ICBDA Secretary secretary@ICBDA.com</p>	

DRAFT