



Community Dance Capital District Association

Sunday, January 24, 2021
Annual General Meeting - Zoom



Open Discussion: no minutes taken

Call to Order by CDCDA President, Janice Fendall, at 2:10 PM

Quorum – Confirmed YES by Wade Garner; we have a Quorum. Attendance record will be provided for Secretary Minutes File and attached to minutes.

Agenda: No Additions but Casino dates corrected on Agenda as March 6 and 7, 2021.

Motion by Janice Fendall to approve AGM Agenda presented with corrected Casino dates. Seconded by Barbara Rehn. Passed

Approval of Minutes for Fall General Meeting November 15, 2020 –posted on CDCDA website

Motion by Sylvia Colleton to accept Minutes of November 15, 2020 Fall General Mtg.

Seconded by Gary Smith. Passed

https://www.communitydance.org/wp-content/uploads/2021/01/2020_11_Fall-General-Meeting-1.pdf

EXECUTIVE REPORTS

President: Janice Fendall gave her verbal report - copy on file with Secretary Minutes. Highlights from Janice - -

1. Thanks to all for attending and words of appreciation to the current executive for continued dedication to CDCDA executive for the year 2021.
2. Thinking ahead for when clubs will open up after Covid. New Dancer section on web page. This section and club pages updated with current information is recommended and encouraged.
3. CDCDA Facebook page – invite anyone to post. e.g. – Memories & Throwback Thursdays
4. Thanks to all Instructors who continue the Dance experience during Covid restrictions.
5. Elections today – encouraging words of the benefits to being on executive.
6. Casino dates – contact Janice to be a volunteer.
7. Convention 2021 Chair Couple & committee encourage everyone to think positive – register and help promote.

Treasurer: Carman Dufresne gave verbal report while financial statements were shared on screen for Zoom attendees to follow. Clear explanation given for Operating, Casino, & Cottle Fund Accounts. 2020 Financial reports reviewed by Big Red Accounting on file with Secretary Minutes and attached to minutes.

Motion by Carman Dufresne to accept Financial Reports. Seconded by Ella-Lynn Thygesen. Passed

Promotions: Gary & Eileen Smith – Verbal report given and copy provided for Secretary Files. Report highlights by Gary

- Go to CDCDA Facebook page to see postings about benefits of Dance, Promo ideas from Caller Lab posted

- Alberta Callers & Cuers meeting earlier with news that Clubs are starting to plan for Fall of 2021 re-opening by reserving facilities, booking guest Callers and Cuers. Talking about how to

capitalize on pent up desire to get back to Dance after Covid – a Resurge of our activity! Also discussion on how dance clubs should establish themselves. What will be done to overcome 'rusty & unconfident feelings – some dancers will need support? Avoid showing negative thoughts of getting back to dance with restrictions. Safe Dance guidelines may be the new way for our future. Eileen emphasizes 'Having a Plan' in place is crucial for the 'Roll Out' when Covid restrictions start lifting.

- Promo idea using Masks with CDCDA logo discussed with pros and cons voiced. CDCDA Logo masks worn for marketing could be valuable. Other promo items such as water bottles mentioned. Cost and promo item choices will be on Agenda for next CDCDA Executive meetings; then on the Agenda for CDCDA Spring Dancers Meeting.

Federation Rep: Dwayne Jenkins

Janice invited Dwayne to report on Federation news. Verbal report of little activity. CDCDA has a named couple for the Alberta Rose Award. Needed information for the report is being compiled and will be sent in to Alberta Federation.

BUSINESS

- Promenader issue for February – April 2021 is posted to CDCDA website - online version only. Thank you to Mary Hagstrom for producing and to Barbara Hostyn for reviewing. Encouragement to reach out to any members without computer connections that may want a print copy. Print copies can be made on request. Email communication is (promenadereditor@gmail.com)
 - Online version: <https://www.communitydance.org/promenader/>
- Email Distribution – CDCDA email the 1st & 15th of each month. Thanks Tina – job well done!
- Convention 2021 – Gary and Eileen Smith gave verbal report and copy on Secretary File and attached to minutes. Key points made
 - Convention 2021 Committee meetings resumed January 9, 2021 by Zoom. Meetings will continue on 1st Saturday of the month. We depend on online Promotion and Registration. Convention word to get out by email via club leaders, dance instructors sharing our registration info. All arrangements confirmed for Hotel, Venue and Camping. WEM Promo dance and Jubilations are planned for the Thursday afternoon & evening. Encourage your friends from other parts of AB and from other provinces to get registered. We offer Square & Rounds, Contra, Line and Clogging. If cancellation is necessary due to Covid, refund will be in full and the Convention goes to Calgary district for 2022. Time frame for cancellation decision by us is end of June. Hoping that Dancers will consider getting registrations in early.
- Casino – Scheduled date March 6 & 7, 2021 at Starlight Casino in WEM
- Website Demo – Tim Hydzik gave overview on importance of keeping the club web pages updated. Screen sharing of his demo appreciated and easy for us to follow. He thanked Barbara H. for her support and knowledge for his ongoing improvements to the CDCDA website. Tim noted that our website is effective with many hits. There are inquiries and people are curious. While clubs are inactive; now is the time for you to make you club website interesting and catchy. He is available for one on one assistance for maintenance ideas.

Open Discussion

- 1) Double Diamonds – President Paul Dupras says their club is waiting to see what happens in the fall. The church will honour their continued use according to restrictions.

2) Country Sunshiners – President Fern Zurawell says the club schedules Zoom Meetings monthly alternating morning and evening times of day. The members benefit seeing one another by Zoom and the Membership does stay together and hopeful. At Christmas time the membership enjoyed a Christmas concert Singalong with Keyboard, Fiddle and Mandolin by Barbara R. and Walter, Piano by Marielle, and Guitar by Murray Few.

ELECTIONS Election of 2021 Officers –conducted by Dave Patterson

- President – Janice Fendall allows name to stand. Additional nomination of names called for President X 3 with no other persons accepting. Janice Fendall is President.
- Vice-President – nomination of names called X3 without a person accepting.
Vice- President position is not filled.
- Past President – Dave Patterson remains
- Treasurer – Carman Dufresne allows name to stand. Additional nomination of names called X 3 with no other persons accepting. Carman Dufresne is Treasurer and Wade Garner as Bookkeeper continues.
- Secretary – nomination of names called X 3 without a person accepting.
Position vacant. Sylvia Colleton agrees to continue as fill in for a short while.
- Nomination/Volunteer for Director-at-Large – Gary Smith: accepts to continue.
- Nomination/Volunteer for Director-at-Large - Dwayne Jenkins: accepts to continue
- Nomination/Volunteer for Director-at-Large – Morley Blazenko: accepts to continue.
- Promenader Editor - Mary Hagstrom: accepts to continue
- Nomination/Volunteer for Director: Barbara Hostyn wishes to step down from this position. Barbara H. agrees to continue as a resource help as she says the position cannot go unfilled. Ella-Lynn Thygesen accepts to help but will not take on director position.
- Nominations for additional Names to Directors at Large called X 3. No new names

ADJOURNMENT: at 4:10 PM

NEXT MEETING -

Spring General Meeting-April 18, 2021 from 2:00 pm – 4:00 PM via Zoom

CDCDA Annual General Meeting January 24, 2021

Membership Report

465 Individually Registered CDCDA Members
23 Registered Clubs with a total of 465 total members
Some individuals are members of multiple clubs

Quorum Requirements

3% of membership: $465 \times 3 / 100 = 14$ members required
30% of 23 Clubs = 7 clubs represented

CDCDA ANNUAL GENERAL MEETING JANUARY 24, 2021 Held via Zoom	
ATTENDANCE Name	Club Being Represented
Blazenko, Morley	Luke's & Lucy's
Coulbourn, Terry	Luke's & Lucy's
Colleton, Jim	West Edmonton Promenaders
Colleton, Sylvia	West Edmonton Promenaders
Dufresne, Carman	Country Sunshiners
Duncan, Tina	
Dupras, Paul	Double Diamonds
Fendall, Janice	Edmonton Singles
Garner, Wade	West Edmonton Promenaders
Hostyn, Barbara	Luke's & Lucy's
Hydzik, Tim	
Jenkins, Dwayne	Country Sunshiners
McCracken, Evelyn	Double Diamonds
Mercanton, Peggy	Luke's & Lucy's
Patterson, Dave	EDCIA
Pukanich, Frank	Double Diamonds
Rehn, Barbara	Country Sunshiners
Richardson, Bertha	West Edmonton Promenaders
Smith, Roger	Double Diamonds
Smith, Eileen	SquareUp
Smith, Gary	Crossfire
Thygesen, Ella-Lynn	Kingston Strollers
Zurawell, Fern	Country Sunshiners
23 Attendees	9 Clubs Represented

Report to the CDCDA Annual General Meeting

Re: AB Convention 2021

Gary Smith

January 24, 2021

- Monthly meetings have recommenced – the group met on January 9th via Zoom, meetings will generally be the first Saturday of the month
- Minimal expenses were incurred for AB Convention 2020 (cancelled due to COVID) which might need to be duplicated for an AB Convention 2021
- Emphasis will be online - for both registration and promotion, due to the fact that most clubs are shut for the dance season. In addition to online postings, we plan to ask clubs, associations, and dance leaders to forward prepared promotional material about the 2021 Convention, via their email distributions.
- If the AB Convention 2021 is cancelled due to City of Edmonton/Alberta Provincial health regulations, full refunds will be provided. Convention planning would move to Calgary sponsorship for 2022, currently planned for the Lacombe Convention Centre.
- All arrangements have been confirmed for the facility, hotel, and camping, etc.
- We are planning for a Thursday late afternoon West Edmonton Mall dancing/promo event, followed by Jubilations dinner theatre.
- Featured dance forms will include Squares, Rounds, Clogging, Lines, Contra, and Fun Dance.
- The trail in dance will be hosted by SRDIAA, with a \$650 facility fee to be paid by SRDIAA.
- We appreciate our committee of volunteers, and appreciate CDCDA, Federation, and SRDIAA support.

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Big Red Income Tax and Accounting

11107 – 95 St. Edmonton, AB T5G 1K7

Phone: (780) 471-6251 Fax: (780) 471-6221

REVIEW ENGAGEMENT REPORT

We have reviewed Balance Sheets and the Statements of Receipts and Disbursements for the **Community Dance Capital District Association** for the year ended December 31, 2020.

We have reviewed the General Account, the Casino Account and the Cottle Account.

Our review was made in accordance with generally accepted standards for review engagements and consisted primarily of enquiry, analytical procedures and discussion related to the information supplied to us by the association.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements. Based on my review however, nothing has come to my attention that causes me to believe that these financial statements are not in accordance with generally accepted accounting principles.

Edmonton, AB

January 13, 2021



Louisie Naca

Manager

Approved on behalf of the Board:

President - *Janice Fendall*

Treasurer - *Carman Dufresne*

**Community Dance Capital District
Statement of receipts & Disbursements
January through December 2020**

	<u>Jan - Dec 20</u>	<u>Jan - Dec 19</u>
Income		
Online Dance Registration	0.00	0.00
CDCDA Dance Admissions	182.00	8,529.28
Interest & Dividend Income	112.88	147.07
Promenader		
Postage Charge - Single Edition	5.00	5.00
Subscription via Canada Post	0.00	210.00
Promenader Annual Subscriptions	1,250.00	1,870.00
Promenader Advertising	683.00	1,975.00
Promenader Individual Sales	0.00	510.00
Total Promenader	<u>1,938.00</u>	<u>4,570.00</u>
Registrations Collected		
CSRDS Registrations	53.00	261.00
CDCDA Registrations	140.00	1,707.00
CDCDA Admin Fee	0.00	36.00
Total Registrations Collected	<u>193.00</u>	<u>2,004.00</u>
Total Income	<u>2,425.88</u>	<u>15,250.35</u>
Gross Profit	2,425.88	15,250.35
Expense		
Cottle Fund Expenses	0.00	-10.72
Website	0.00	417.00
Registrations Paid		
CSRDS Caller/Cuer Membership	362.00	220.00
CSRDS Club Membership Fee	0.00	-8.00
CSRDS Dancer Membership Fee	0.00	-205.00
Total Registrations Paid	<u>362.00</u>	<u>7.00</u>
Guest Caller Expenses	253.06	1,349.32
Honorarium	100.00	0.00
Administrative Expenses		
Office Assistance	1,687.50	1,950.00
Bookkeeping	1,125.00	0.00
Office Space Rental	6,300.00	6,300.00
Accounting Fees	779.95	866.25
Bank Charges	19.50	0.00
Donaton to EDCIA	0.00	139.00
Donations	0.00	776.00
Misc. Expenses	0.00	-184.58
Telephone and Internet (ZOOM)	147.00	0.00
Total Administrative Expenses	<u>10,058.95</u>	<u>9,846.67</u>

Community Dance Capital District
OPERATING ACCOUNT - Balance Sheet
As of 31 December 2020

	31 Dec 20	31 Dec 19
ASSETS		
Current Assets		
Chequing/Savings		
Servus Credit Union - Current	56,630.53	58,766.94
Cash Floats		
Dance Admission Float	100.00	100.00
Total Cash Floats	100.00	100.00
Servus Credit Union - Shares	1.49	1.45
Total Chequing/Savings	56,732.02	58,868.39
Other Current Assets		
Loan to Convention 2020	5,000.00	5,000.00
Investments		
CDCDA Term Deposits	0.00	5,931.93
Total Investments	0.00	5,931.93
Total Other Current Assets	5,000.00	10,931.93
Accounts Receivable		
Accounts Receivable	0.00	267.00
Total Accounts Receivable	0.00	267.00
Total Current Assets	61,732.02	70,067.32
TOTAL ASSETS	61,732.02	70,067.32
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Due to Casino Account	1,230.00	0.00
Deffered Prom'ndr Subscriptions	0.00	1,220.00
Total Other Current Liabilities	1,230.00	1,220.00
Total Current Liabilities	1,230.00	1,220.00
Total Liabilities	1,230.00	1,220.00
Equity		
Retained Earnings	64,099.01	60,457.93
Cottle Estate Fund	4,751.14	4,748.31
Net Income	-8,348.13	3,641.08
Total Equity	60,502.02	68,847.32
TOTAL LIABILITIES & EQUITY	61,732.02	70,067.32

Community Dance Capital District Assoc - CASINO ACCOUNT
Statement of Receipts & Disbursements
January through December 2020

	<u>Jan - Dec 20</u>	<u>Jan - Dec 19</u>
Income		
Interest & Dividend Income	0.04	14.14
Total Income	0.04	14.14
Expense		
Website	5,347.28	6,240.83
Registration Fees	0.00	44.00
Bank Service Charge	45.66	9.85
Accounting Fees	0.00	0.00
Administrative Expenses		
International Transaction Fee	0.65	0.00
Licenses and Permits	45.00	0.00
Office Postage	0.00	85.56
Computer Software	114.45	114.45
Promenader Postage	30.15	29.34
Promenader Printing	1,894.21	0.00
Office Supplies	258.29	164.03
Internet and Telephone	1,240.20	930.23
Website	381.18	0.00
Total Administrative Expenses	3,964.13	1,323.61
Awards	0.00	210.61
Equipment Rental	1,239.00	3,825.00
Promotional Activities	245.33	119.11
Publicity	222.87	0.00
Rent-Facility	2,890.00	3,677.00
Total Expense	13,954.27	15,450.01
Net Income	<u><u>-13,954.23</u></u>	<u><u>-15,435.87</u></u>

Community Dance Capital District Assoc - CASINO ACCOUNT
Balance Sheet
As of 31 December 2020

	<u>31 Dec 20</u>	<u>31 Dec 19</u>
ASSETS		
Current Assets		
Chequing/Savings		
Servus Credit Union (Casino)	23,923.21	39,361.70
Servus Share Account (Casino)	1.27	1.23
Total Chequing/Savings	<u>23,924.48</u>	<u>39,362.93</u>
Other Current Assets		
Due From CDCDA General Account	1,230.00	0.00
Security Deposits	105.00	0.00
Total Other Current Assets	<u>1,335.00</u>	<u>0.00</u>
Total Current Assets	<u>25,259.48</u>	<u>39,362.93</u>
TOTAL ASSETS	<u>25,259.48</u>	<u>39,362.93</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
Servus Mastercard	(19.20)	130.02
Total Credit Cards	<u>(19.20)</u>	<u>130.02</u>
Total Current Liabilities	<u>(19.20)</u>	<u>130.02</u>
Total Liabilities	<u>(19.20)</u>	<u>130.02</u>
Equity		
Retained Earnings	39,232.91	54,668.78
Net Income	(13,954.23)	(15,435.87)
Total Equity	<u>25,278.68</u>	<u>39,232.91</u>
TOTAL LIABILITIES & EQUITY	<u>25,259.48</u>	<u>39,362.93</u>

Statement of Receipts & Disbursements
January through December 2020

	<u>Jan - Dec 20</u>	<u>Jan - Dec 19</u>
Income		
Interest	2.83	8.06
Patronage Payment	0.00	5.25
Total Income	<u>2.83</u>	<u>13.31</u>
Expense		
Banking Fees	0.00	24.00
Caller Learning Activities	0.00	425.00
Total Expense	<u>0.00</u>	<u>449.00</u>
Net Income	<u><u>2.83</u></u>	<u><u>-435.69</u></u>

Balance Sheet
As of 31 December 2020

	<u>31 Dec 20</u>	<u>31 Dec 19</u>
ASSETS		
Current Assets		
Chequing/Savings		
CDCDA Chequing Acct (Cottle)	4,741.73	4,738.90
CDCDA Patronage Reward (Cottle)	8.25	8.25
CDCDA Share Acct (Cottle)	1.16	1.16
Total Chequing/Savings	<u>4,751.14</u>	<u>4,748.31</u>
Total Current Assets	<u>4,751.14</u>	<u>4,748.31</u>
TOTAL ASSETS	<u><u>4,751.14</u></u>	<u><u>4,748.31</u></u>
LIABILITIES & EQUITY		
Equity		
Cottle Fund Equity	7,752.63	7,752.63
Unrestricted Net Assets	-3,004.32	-2,568.63
Net Income	2.83	-435.69
Total Equity	<u>4,751.14</u>	<u>4,748.31</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,751.14</u></u>	<u><u>4,748.31</u></u>

Notes to Financial Statements

Note 1: Significant Accounting Policies

These Financial Statements have been prepared using the accrual method of accounting.

Note 2: Deferred Promenader Subscriptions

Subscriptions to the Promenader were paid to the association in the fall of 2019 for 2 publications that will be issued in 2020. Consequently 2/3 of the Subscription Revenue has been deferred until 2020.

Subscriptions to the Promenader were not collected in 2020.

Note 3: Cottle Estate Fund

During the 2003 year, \$10,000 was given to the association from the Cottle estate. During the year the fund showed a revenue of \$2.83 (per attached).

Note 4: Loan to Convention

In 2019, the association loaned \$5,000 to Convention 2020. Now this loan will be carried forward to Convention 2021.