



Community Dance Capital District Association

January 28th, 2024 1:00 PM

Annual General Meeting

Belmead Hall, Edmonton



Open Discussion: Nothing to report

Call to order at 1:04 pm by John Younie – Secretary

Quorum: Yes. 29 members, 11 clubs

Agenda - Nothing to add.

Approval of minutes of the Fall General Meeting, November 19, 2023 Minutes -Motion to accept –Dwayne J.;
Seconded - Morley B. Passed.

Attendance: Attached as per sign in sheet

Executive Reports

President – Janice Fendall – Absent – report submitted

Sorry I couldn't be here today but I would like to thank John for chairing the meeting and the rest of the executive who have helped him get ready for this meeting. It's been a great 2023 year for our dance community with the clubs that did come back, came back strong. And thanks to all the dance members of the CDCDA for your support to all these clubs. 2024 is already being planned to be an exciting year for our dance community. It's wonderful to see that the clubs are planning special event dances. This is a great time to visit another club and enjoy the excitement of a special dance. Remember, be sure to get these events entered into the online calendar and have a poster created and submit it for entry to our online dance feed. The CDCDA website is getting plenty of use for What's Happening. On February 24, there is the Tribute Dance for caller Bob Weller. A long time caller in our area for over 50 years. We have the Alberta Tour with Tim Crawford from Ontario coming on Saturday, May 4, we have the Canadian National Square & Round Festival on July 17 - 20 in Calgary. If you haven't got your tickets to the Festival, I think you're out of luck. Waiting list only. Our summer dances are currently being planned and organized. If you would like to help with any of the CDCDA sponsored dances, be sure to reach out to Ella-Lynn. The Dance Event Committee can always use a few more hands. And speaking of volunteers, the CDCDA executive is in need of several positions to be filled. As president, I am letting my name stand for 1 more year, but this time in 2025, I will be stepping down as president. So a vice president would be great to have by my side for a year. I've enjoyed my time as President and I will make an awesome past president. The executive members are really hard-working, really great people. Think about joining. It can be very rewarding. _ The 2025 Provincial Convention that the CDCDA is hosting is also being planned and needs lots of volunteers. Lots of jobs, both big and small. You'll hear about this later in the meeting. Enjoy yourself at The Men in Gray Dance and pizza party after this meeting.

Financial Reports -Carman Dufresne & Wade Garner

Treasurer's report AGM January 28, 2024

The financial report at the AGM is a summary of the income and expenses we incurred in 2023. There are a few items I want to mention before I provide that summary.

1. All clubs received proof of insurance from CSRDS. Each form contains the registered insurance number for your club and a series of numbers for your members. It is up to you to retain a copy of those numbers and assign one number to each member in your club. Most halls/facilities will accept that form

as proof of insurance. If they require the contract, it is easy to get. Directions are on the form.

Questions?

2. Some clubs have added new dancers in January and will need to register those dancers. We sent the forms to all clubs even though we knew that not all clubs have new dancers. If you have no new dancers, please let me know. Some clubs have already done that. For those clubs that do have new dancers, please return the information and fee as soon as possible.
3. We, actually Wade, submitted our annual report to ALCB. We have received a question from the reviewer. Wade supplied the requested information. A slight change was agreed upon in the way we report the money we pay clubs from the casino fund but all is well and our submission has passed that hurdle. Wade let them know how much we appreciate receiving this funding. "We appreciate the opportunity that casino funding allows us to provide to the citizens of the Edmonton area and more specifically to the promotion of health and well-being of senior Albertans. Without financial assistance, many of these opportunities would not be available."
4. Two more clubs were approved for support from the Casino Account at the executive meeting on January 24. Please see me immediately after the meeting to receive your cheques.

Financial Report for 2023

Big Red Income Tax and Accounting has reviewed Balance sheets and statements of Receipts and Disbursements for CDCDA for the year ending December 31, 2023. They have reviewed the General Account (which is also referred to as the Operating Account), the Casino Account, and the Cottle Account.

If you have a copy of the financial statement, turn to page 3.

The Profit and Loss Statement for the Operating/General Account

Income:

- \$125.00 owing the Casino account (over payment of a caller for sound at a summer dance). We can accept e-transfers in this account but not the casino account and the overpayment came from the casino account.
- \$75.00 Dance Demonstrations: We have changed the policy going forward. All moneys charged the organization will go into the Operating Account and we will pay the caller from the casino account.
- \$201.82 Online Dance registrations for the Alberta Tour last year - Steve Edlund calling.
- \$4,825.00 dance admissions – all CDCDA dances. Alberta Tour, Choreographed Ballroom dances and the summer dances.
- \$ 192.98 Interest and dividend income from our GIC
- \$655.00 Promenader advertising income
- We collected registration/memberships from all clubs and members.
\$2,673.00 Total Registrations collected.
\$1,580.00 for CSRDS
\$1,069.00 for CDCDA
\$24.00 others

Total income: \$8,747.80

Expenses:

- \$375.00 Cottle Fund Expenses - Covered registrations for individuals who applied for support in upgrading their skills. (Caller and Cueur Schools offered in 2023).
- \$1,610.00 registration fee for CSRDS
- \$377.38 Guest caller (Steve Edlund) expense
- \$ 39.34 Refreshments
- Administration Expenses
\$ 45.00 Business Licence
\$ 1,410.00 Office Assistant

\$ 1,125.00 Bookkeeper
 \$ 6,300.00 Office Space Rental
 \$ 467.25 Accounting Fees (for 2022 review of financials)
 \$ 174.15 Advertising and Promotion (anything we could not take from the Casino account)
 \$ 24.99 Awards and Recognition gifts
 \$ 440.35 Badges (all CDCDA executives now have badges and those 80 or over who requested a badge now have one. Gives them, a deduction on summer dances.
 \$177.51 office supplies, copying and postage
 \$207.29 software ZOOM
 Total Administration Expenses: 10,371.54

Total Expenses: \$12,841.51

We spent -4,093.71 more than we took in.

Page 4 – Operating Account Balance Sheet as of December 31, 2023

Operating Account: I'm just going to summarize what we have in this account as of December 31, 2023.

ASSETS = \$38,868.99 + \$1.74 (shares) + GIC 6,803.60 in the bank + \$100.00 cash float.

Total Assets = \$45,724.33

Page 5 Casino Account Profit and Loss

Income : The only time we have income in the Casino account is when I make a mistake or we take money from the Casino account that AGLC does not approve. Then we have to pay it back from the Operating Account.

- \$125.00 overpayment of caller
- \$0.07 Interest and dividend income

Total income \$125.07

Expenses:

- \$5,807.22 Website includes what we pay Tim, our domain names, and another program required to run the website.
- \$90.00 Accounting fees to prepare the report for AGLC.
- \$ 1,360.70 = Total Administration fees which includes international transaction fee, computer software (3- computers and internet and telephone
- \$ 16,430.00 Equipment Rental – when we pay callers for use of their equipment like summer dances, Alberta tour, and club support.
- \$ 2,677.66 fees for service – when we pay callers for doing promotional events.
- \$ 6,505.73 promotional activities – that includes the magnetic signs, printing, etc.
- \$ 11,071.50 Rent – facility not only for CDCDA events but that is part of what is covered when we support clubs with Casino money.

Total Expenses \$43,942.81

If you take off the money we replaced the total becomes \$43,817.74

Page 6 Casino Account Balance Sheet

Casino Account: Balance \$33,653.39 + \$1.42 in shares = \$33,654.81.41 as of December 31, 2023.

We spent \$43,817.74 this year. Leaves us with \$33,758.81 in the Casino Account

Page 7 Cottle Account:

- \$25.99 interest income
- \$375.00 expenses support for training -callers and cuers
- Note we made more in interest on that account this year than last year.

Bank Balance \$8.25 Profit share reward + \$4,413.69 + \$1.31 (common shares) = total of \$4,423.25.

Promotions – Gary & Eileen Smith.

Things are quiet now for the promo committee, we just completed a new intake for a few of the clubs. We are happy to see new dancers at Country Cousins, Happy Homesteaders, Fun Steps and Square Up! At the SRDIAA (Square and Round Dance Instructors of Alberta Association) meeting last weekend, we learned of Calgary's method for promoting square dancing in the summer. They have a free one-hour segment at the start of each summer dance, targeting new dancer prospects. This is followed by their normal two-hour dance, with paid attendees. We would like to see CDCDA adopt this for the month of August 2024, to provide a greater opportunity for new dancer prospects to try our activity and give more callers the opportunity to attract new dancers. We have reached out to the Edmonton area callers just today, and we have received several positive responses. Over the next several months we will be planning a summer promotions campaign, and we are considering additional use of signage, web site postings, and other online postings. We will also revisit our 'Community League' outreach program from last summer, and more demo events with opportunity to try our dance mediums.

BUSINESS

1. Continuation of the Promenader - Report submitted by Mary Hagstrom – Promenader Editor

The last copy of the Promenader (online) will be the next edition March – June, 2024 edition.

The promenade has been an effective resource for many years through hard copy, online access and now various websites. Due to the advances in technology and duplication of information, it is deemed that the online promenader is no longer the best way to communicate our news and events. The key components of the memorials, club news, dance & event posters and caller contacts are currently available on the community dance website as well as the club page sites and therefore spending efforts in duplicating this is no longer effective. We understand it is convenient to have this information in one continuous document however we think you would be best served by visiting each club web page for the most up-to-date information or creating a "Club News Page" on the website.

We would like to end this chapter by asking each club to submit a final club news report to the Promenader by Feb 18th. The final club news report will be online March 1st 2024.

Going forward we encourage you to write a monthly club news report and post it on your club website, as well as submit dance posters and calendar dates online via submission forms on the CDCDA website. Submittals can also be done for memorials to Charlie and Rose Dalton. We are here to help you be successful in all of your dance events and communication, if we can assist with training your team to create, upload, or navigate the websites and pages please reach out to us.

It has been my pleasure serving you in this capacity for the past 7 years and I look forward to seeing you on the dance floor.

2. From the CDCDA Executive

We would like to see greater participation of club members within the CDCDA executive. This would help to bring new ideas and provide more involvement for future sustainability. We suggest targeting one member from each club, with a backup. To make attendance easier, we suggest that our executive meetings be scheduled to avoid conflicts with club dance times. This would mean changing our executive meeting day to Saturday, or Sunday morning or evening.

We need to decide on a good way to encourage the club members to participate in this endeavor. Dave Littlefair (from Strathmore area) came up from the audience and mentioned that each club in Calgary has 2 representatives and they must attend meetings to receive Casino Funds.

Meetings cannot impact clubs dances, let the dance members take this information back to their clubs and discuss, we will have an email sent out and we will talk about it more at the April General Meeting.

3. 2025 Alberta Convention report:

Our core committee is now in place, and regular meetings have begun. We will always welcome more volunteers to help, especially during the convention itself.

Members: Gary & Eileen Smith, Chair Couple (780 990-4042)

Janice Fendall and Ella-Lynn Thygesen, Treasurer and Registration; Ken Digweed, Secretary; Norm Demeule, ASRDF liaison, general member; Allan & Norma Serra, facilities coordinator; Gary Smith, Squares Program; Mary & Bruce Nelson, Choreographed Ballroom Program; Birgit Blizzard, Clogging Program, Convention Handbook; Dan Lemoine, Sound, general member; Marian Jenkins, food planning, general member; Randi Sandbu, Silent Auction coordinator, general member.

4. Naming the Convention:

We had a few entries to name the convention: Spirt of Dance 2025, Hillbilly Dance (dress like the Clampets), Clown Dance (dress like clowns), Sadie Hawkins dance – Girls ask the guys to dance, Dance is Alive in 2025. The executive will review and choose a winning name.

5. How much interest is there for activates after the CDCDA General Meetings? John thinks it's great to draw people to the meetings. Feel free to send suggestions over email. We had great feedback about the potluck social after the last Spring General Meeting. The executive will discuss / plan for future meetings.
6. Alberta Tour with Tim Crawford – Ticket packs have been made up with a poster and tickets for each club. They will be handed out to clubs after the meeting. It is the clubs responsibility to keep track of their own ticket sales and to report back to us with their records.
7. Emails and our CDCDA biweekly newsletter via Mailchimp., we would like you to go back to your clubs and ask your dancers if they are getting the emails and if not to let Tina know so she can put them into the database.

Elections:

We are needing new board members to keep the committee alive. Dave Patterson held the election and no one volunteered to be the Vice President, Treasurer, or members at large. We stressed how important these roles are so we can keep having casinos and planning fun dances.

The following members let their names stand. Janice Fendall – President, John Younie – Secretary, members at large – Dwayne Jenkins, Marian Jenkins, Gary Smith, Eileen Smith, Morley Blazenko, Sylvia Colleton.

Dance Announcements:

- ✓ Watch the Website Dance Feed for all the dances.
- ✓ Don't forget to pick up your Tim Crawford ticket packages.

Meeting adjourned at 2:31 pm.

Next Meeting:

Spring General Meeting – April 28, 2024, Belmead Community - 1:00 – 3:00pm

total 25
people
12 clubs.

CDCDA Annual General Meeting
Sunday, January 28, 2024
Belmead Community League Hall
1:00 - 3:00 pm

Quorum Requirements

3% of membership: $357 \times 3/100 = 11$ members required ✓
30% of clubs = $14 \times 30/100 = 5$ clubs represented ✓

MEMBERSHIP & CLUB REPRESENTATION
Members in Good Standing as of January 26, 2024 = 357
Total Number of Clubs = 14

SIGN IN SHEET - Page 1

	Name - Print Clearly	SIGNATURE	CLUB NAME
1	BARBARA HASTIN	[Signature]	L+L, DDD
2	ED CHABA	[Signature]	L+L, DDD
3	Rose DARTON	[Signature]	Fun Steps
4	Charles DARTON	[Signature]	Fun Steps
5	Arlene McElbert	[Signature]	SDC Rounds
6	Wayne Best	[Signature]	FUN STEPS
7	Bruce & Mary Nelson	[Signature]	FUN STEPS
8	Dyanne & Marion Jenkins	[Signature]	CDCA Country Sunshiners
9	Paula M. Hestedy	[Signature]	DD
10	Marley [Signature]	[Signature]	CDCA
11	Marlene Longblood	[Signature]	C.L.
12	Allan Serra	[Signature]	Wandering Squares
13	Jeggy Mercanton	[Signature]	L+L
	<input type="checkbox"/> Blitz and Diggers	<input type="checkbox"/> Crossfire	<input type="checkbox"/> Luke's & Lucy's
	<input checked="" type="checkbox"/> CDCDA	<input checked="" type="checkbox"/> Double Diamond Dancers	<input checked="" type="checkbox"/> Square Up!
	<input checked="" type="checkbox"/> Country Cousins	<input checked="" type="checkbox"/> Fun Steps	<input checked="" type="checkbox"/> Wandering Squares
	<input checked="" type="checkbox"/> Country Sunshiners	<input checked="" type="checkbox"/> Happy Homesteaders	<input type="checkbox"/> EDCIA
	<input checked="" type="checkbox"/> Country & Western SD Club	<input type="checkbox"/> Kensington Strollers	

3 Rounds

7 Clubs
4

SIGN IN SHEET - Page 3

	NAME - Print Clearly	SIGNATURE	CLUB NAME
14	Eileen Smith	[Signature]	Square Up
15	Gary Smith	[Signature]	Crossfire
16	Betty Preston	[Signature]	Ledac Happy Homestead
17	Rick Preston	[Signature]	Ledac Happy Homestead
18	Ellalyn [Signature]	[Signature]	Luke & Lucy's
19	Dave Patterson	[Signature]	CDCA
20	John Yonnie	[Signature]	CS & CDCDA

SIGN IN SHEET - Page 2

	Name - Print Clearly	SIGNATURE	CLUB NAME
21	Carmen Dufresne	[Signature]	CS or CDCDA
22	Adam Narten	[Signature]	Country & Western
23	Megan Narten	[Signature]	Country & Western
24	Wendy Hoozenboom	[Signature]	Double Diamonds
25	Anne Melnychuk	[Signature]	Country & Western
26	Barbara Rehn	[Signature]	Country Sunshiners
27	Barb Smith	[Signature]	Double Diamonds

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- Balance Sheet – Cottle Account

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, 2023.

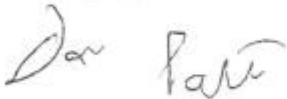
We have reviewed the General Account, the Casino Account and the Cottle Account.

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 22, 2024



Dave Patterson

Manager

Approved on behalf of the Board:

President - *Janice Fendall*

Treasurer - *Carman Dufresne*

19/01/24

Community Dance Capital District - OPERATING ACCOUNT
Profit & Loss
January through December 2023

	Jan - Dec 23
Income	
Due to Casino Account	125.00
Dance Demonstrations	75.00
Online Dance Registration	201.82
CDCDA Dance Admissions	4,825.00
Interest & Dividend Income	192.98
Promenader	
Promenader Advertising	655.00
Total Promenader	655.00
Registrations Collected	
CSRDS Registrations	1,580.00
CDCDA Registrations	1,069.00
Registrations Collected - Other	24.00
Total Registrations Collected	2,673.00
Total Income	8,747.80
Gross Profit	8,747.80
Expense	
Gifts	68.25
Cottle Fund Expenses	375.00
Registrations Paid	
CSRDS Caller/Cuer Membership	1,445.00
CSRDS Club Membership Fee	70.00
CSRDS Dancer Membership Fee	95.00
Total Registrations Paid	1,610.00
Guest Caller Expenses	377.38
Refreshments	39.34
Administrative Expenses	
Licenses and Permits	45.00
Office Assistance	1,410.00
Bookkeeping	1,125.00
Office Space Rental	6,300.00
Accounting Fees	467.25
Advertising & Promotion	174.15
Award & Recognition gifts	24.99
Badges	440.35
Office Supplies, Copying & Post	177.51
Software	207.29
Total Administrative Expenses	10,371.54
Total Expense	12,841.51
Net Income	-4,093.71

01/18/24

Community Dance Capital District Association
OPERATING ACCOUNT - Balance Sheet
 As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Chequing/Savings	
Servus Credit Union - Current	38,868.99
Cash Floats	
Dance Admission Float	100.00
Total Cash Floats	100.00
Servus Credit Union - Shares	1.74
Total Chequing/Savings	38,970.73
Other Current Assets	
Investments	
CDCDA Term Deposits	6,803.60
Total Investments	6,803.60
Total Other Current Assets	6,803.60
Accounts Receivable	
Accounts Receivable	-50.00
Total Accounts Receivable	-50.00
Total Current Assets	45,724.33
TOTAL ASSETS	45,724.33
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Casino Account	-170.00
Total Other Current Liabilities	-170.00
Total Current Liabilities	-170.00
Total Liabilities	-170.00
Equity	
Retained Earnings	44,595.47
Cottle Estate Fund	5,392.57
Net Income	-4,093.71
Total Equity	45,894.33
TOTAL LIABILITIES & EQUITY	45,724.33

19/01/24

Community Dance Capital District Assoc - CASINO ACCOUNT
Profit & Loss
 January through December 2023

	Jan - Dec 23
Income	
Overpayment Reimbursement	125.00
Interest & Dividend Income	0.07
Total Income	125.07
Expense	
Website	5,807.22
Accounting Fees	90.00
Administrative Expenses	
International Transaction Fee	11.57
Computer Software	114.45
Internet and Telephone	1,234.68
Total Administrative Expenses	1,360.70
Equipment Rental	16,430.00
Fees for Service (Dance Instru)	2,677.66
Promotional Activities	6,505.73
Rent-Facility	11,071.50
Total Expense	43,942.81
Net Income	(43,817.74)

17/01/24

Community Dance Capital District Association
CASINO ACCOUNT - Balance Sheet
 As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Chequing/Savings	
Servus Credit Union (Casino)	33,653.39
Servus Share Account (Casino)	1.42
Total Chequing/Savings	33,654.81
Other Current Assets	
Security Deposits	105.00
Total Other Current Assets	105.00
Total Current Assets	33,759.81
TOTAL ASSETS	33,759.81
LIABILITIES & EQUITY	
Equity	
Retained Earnings	77,577.55
Net Income	(43,817.74)
Total Equity	33,759.81
TOTAL LIABILITIES & EQUITY	33,759.81

Capital District Community Dance Association
COTTLE ACCOUNT - Statement of Receipts & Disbursements
January through December 2023

	Jan - Dec 23	Jan - Dec 22
Income		
Interest	25.99	14.41
Total Income	25.99	14.41
Expense		
Caller Learning Activities	375.00	0.00
Total Expense	375.00	0.00
Net Income	-349.01	14.41

12:22 PM
2024-01-17
Accrual Basis

Community Dance Capital District Association
COTTLE ACCOUNT - Balance Sheet
As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Chequing/Savings	
CDCDA Chequing Acct (Cottle)	4,413.69
CDCDA Patronage Reward (Cottle)	8.25
CDCDA Share Acct (Cottle)	1.31
Total Chequing/Savings	4,423.25
Total Current Assets	4,423.25
TOTAL ASSETS	4,423.25
LIABILITIES & EQUITY	
Equity	
Cottle Fund Equity	7,752.63
Unrestricted Net Assets	-2,980.37
Net Income	-349.01
Total Equity	4,423.25
TOTAL LIABILITIES & EQUITY	4,423.25