USA Dance Chapter 2017
Meeting Minutes

Meeting/Project Name: Board Meeting

Date/Time: February 28, 2025 / 8:00 pm CST

Location: Teams

Organizer: Tony Nguyen

Attendance

Board Members Present	Title	Others	Title
Tony Nguyen	President		
Luke Collins	Vice President		
Eric Hoyer	Treasurer		
Lillie Kuss	Secretary		
Catherine Donohue	Member at Large		
Allison Vitort	Member at Large		

Agenda:

Opening

- Call to Order: Tony Nguyen President
  - January meeting minutes have been approved by all members
  - Due to illness, the meeting was handed over to Eric to facilitate

Reports

- President Report
  - Being in the DC area, Tony is closer to the national USA Dance Board and could help facilitate reaching out to them if needed

- VP Report
  - The newsletter for March is drafted
  - Progress is being made on the development of our website

- Treasurer's Report
  - Presented Feb Activity Report

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- Presented 2025 Annual Budget for Approval
- Discussed a grant we could apply for in March

- Secretary Report
  - Added a production volunteer to teams
  - Created a draft letter to address the complaint we received from an outside party
    - Eric Hoyer made a motion to approve the letter, and Luke Collins seconded it. Ayes 6, Nays 0, Abstain 0. Motion carried.

- Member at Large Report
  - Catherine Donohue
    - Developed a qualitative analysis survey for our next monthly featured event
    - Started creating a volunteer pamphlet
  - Allison Vitort
    - Presented prices for promotional products that we could use for our booth at Rochester Fest

Open Discussion

- Eric Hoyer
  - 125 Live Meeting Update
    - Discussed a potential partnership with 125 Live on future events held at their location
  - Annual Fundraiser
    - Discussed a potential new opportunity for our chapter to fundraise money
  - Sponsorship Packages
    - Discussed the need to develop sponsorship packages at various levels
  - Volunteers
    - Discussed who our new volunteers are and how we can get them on-boarded in Teams faster
  - Nominations and Elections Committee needs to be formed
    - It was determined that a Nominations and Elections Committee needed to be formed to facilitate the election at the end of the year
    - Eric motioned to make Luke Collins the chair of the Nominations and Elections Committee and Allison Vitort seconded it.
    - Eric motions to make Lillie Kuss a committee member on the Nominations and Elections Committee and Luke seconded it.

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        - Allison motions to make Catherine Donohue a committee member on the Nominations and Elections Committee and Eric seconded it.
        - Tony appointed Luke Collins, Catherine Donohue, and Lillie Kuss to the Nominations and Elections Committee.
    - Ticket prices
        - A discussion was had about the possibility of changing our ticket prices and how we would go about it.
    - Meetings on Teams
        - Eric is available to help board members find their way around the Teams platform and set up meetings.
- Lillie Kuss
    - Event Supplies
        - The supplies ordered for the Red-Carpet Formal Event were discussed as well as and a new way for board members to compile decoration ideas through Amazon
        - A possible storage location for supplies and decorations was discussed
        - Allison Vitort volunteered to head up decorations

- Luke Collins
    - April Dance
        - We are partnering with the Tango Society for a Night in Buenos Aries Dance with Argentine Tango for the lesson.

Closing

- Announcements:
    - Sunday, March 2nd is Salsa at the Chateau 2-4
    - Monday, March 3rd Dancing Downtown is Rumba 6-8pm
    - Saturday, March 8th is our Red-Carpet Formal Event. Doors open at 6:30pm.

- Adjournment:
    - Eric motioned to adjourn the meeting at 9:39pm. Aye 6, Naye 0, Abstain 0. Motion carried.

- Next Meeting:
    - Friday April 4th, 2025 8pm CST