USA Dance Chapter 2017
Meeting Minutes

Meeting/Project Name: June Board Meeting

Date/Time: June 6, 2025 at 8:00PM

Location: Teams

Organizer: Luke Collins

Attendance

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

Agenda:

Opening

- Call to order: Luke Collins

Reports

- President Report
  - June, July, and August Featured Events have lessons scheduled
  - Working on making a process for smoother Dancing Downtown lesson sign ups

- Vice President Report
  - Key slogans and color scheme decision completed
  - Marketing banners for Rochesterfest and future events are completed
  - The monthly newsletter has been sent
  - Setting up a media volunteer for Neon Glow Dance
  - Will be working on sending media and marketing supplies to local newspaper/news website

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- Updated application form for elections
- Featured event themes for the 2025-2026 calendar are nearly completed
- Discussed how we can reuse decorations for multiple events
- Working on creating the feature event calendar half sheets for next year

- Treasurer Report
  - Our May ending balance is $9,057.53
    - Looking at setting up an account with a financial advisor to invest funds that aren't immediately needed with the use of CD's
  - Our chapter served 450 people in the month of May
  - We gained two new local sponsorships
  - Our SEMAC Grant application was approved

- Secretary Report
  - Reviewed bylaws regarding meeting minutes and didn't find any requirements regarding the need for approvals from each board member
  - Proposed to the board moving forward that we opt out of requiring an approval from each board member and instead have the Secretary notify members when the minutes are posted and allow them one week to send in corrections before publishing them on our website. Everyone was in agreement with it, nobody opposed.
  - Lillie will be taking the lead on purchasing, writing in, and bringing member birthday cards to our featured events
  - The Annual General Meeting Presentation and a PowerPoint document has been started for reports to be put into
    - Clarified that non-members can attend the meeting, they are just not allowed to vote

New Business Initiatives

- Our SEMAC grant application was approved, so we can move ahead with the Winter Dance Enchantment Project
- The board discussed adding another weekly dance lesson opportunity in Rochester on Fridays during the day for a small admission fee
- Discussed providing scholarships to amateurs who teach lessons at Dancing Downtown or Friday Dance Series
- Eric shared his plans and goals for an upcoming meeting he has with a local city official

Open Discussion

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- Lillie clarified the voting details of the May Special Session, ensuring the meeting minutes were correct
- The board discussed who would be best to follow up with one of our partners who recieved a complaint
- Since the July Board Meeting falls on a holiday, the board decided to reschedule it for another date in July to be determined by Luke Collins
- Plans for the upcoming featured event were discussed
    - Next year we will plan to do a Neon Glow event during the winter so it will naturally get dark sooner and we won't have to cover up windows
- Fundraising and sponsorship strategies were discussed
- Volunteer opportunities for Rochesterfest were discussed as well as strategies for volunteer recruitment

Closing

- Announcements
    - Our next featured event is June 14th with the Neon Glow theme
    - Rochesterfest is June 24-29th
- Adjournment
    - Luke Collins motioned to adjourn the meeting and Eric Hoyer seconded the motion. Meeting adjourned.
- Next Meeting
    - Luke Collins will send out a message as we get closer to July 4th