USA Dance Chapter 2017
Meeting Minutes

Meeting/Project Name: September Board Meeting

Date/Time: 09/05/2025 at 8:00PM

Location: Teams (Virtual)

Organizer: Lillie Kuss

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 (Presented by Eric Hoyer)
    - We had an amazing turnout at our Havana Nights featured event last month in partnership with the Rochester Salsa Community
    - We have a professional instructor lined up to teach several of the upcoming Friday dance series lessons
    - Eric will nominate our chapter for the Nationals Chapter of the Year Award, which will be presented at the National Social Dance Celebration in Pittsburgh, PA in March 2026

- Vice President
    - Sent email to Luther Swing Team, inviting them to our dance opportunities
    - Creating a new featured event admission price sign that is easier to read
    - Suggested using Google Calendar as a platform for scheduling volunteers
    - Looking into Rochester Local as another platform for advertising our events
    - Researching marketing services
    - Updated our website events page
    - Trying to get a media volunteer for our upcoming featured event

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- Treasurer
  - Presented the Chapter Activity Report
  - In the process of setting up invoicing for monthly accounting procedures
  - Had a conversation with the USA Dance National President, Chuck Garett regarding the legality of paying a professional instructor who serves on the board of directors if no other instructor in our network agrees to teach a lesson at our event

- Secretary
  - Learned how to add shared mailboxes to my outlook account, including the nominations and elections inbox as well as the info mailbox
  - Drafted an email to share with any potential board candidates who reach out for more information regarding USA Dance by-laws
  - Sent out June Meeting Minutes to board members for approval

- Nominations and Elections Committee
  - Suggested our Board Orientation meeting be on December 6th, 2025
  - In the process of creating nomination forms

Open Discussion

- Eric Hoyer
  - District Event
    - As the current District 2 Director, Eric suggested we hold a district wide event. The board discussed the idea of having one on New Years Eve.
  - Member Inquiry
    - A member asked if our chapter would be interested in providing private lessons as a service. The board unanimously decided against it.
  - Volunteer Sign Up
    - Brainstormed ideas of a smoother process for volunteers to sign up
  - Twin Cities Chapter
    - Eric has been in discussions with Chapter 2011 in St. Louis Park, MN about hosting their competition activities in Rochester and our chapter learning how to run one from them
  - Safe Sport Training
    - Eric is now trained in SafeSport and is happy to answer any questions about it as it relates to our events. He shared the manual with all board members.
  - New Sponsorship

        - We are in the process of getting sponsorship from a local senior living community. They would like to host two dances at their location with our help.
    - 125 Live knitting club
        - Our tablecloths are generously getting hemmed by the 125 Live knitting club
    - Latino Fest
        - Discussed whether we should participate in Latino Fest this year on September 20th. It was decided that we will just observe this year and think of ideas for next year, since there isn't a lot of time left to plan something.
    - Event Box Service
        - Brainstormed ideas of how and when we could launch our Event Box Service, renting out featured event supplies to other chapters.
    - Promotion Policies and Practices
        - Discussed our promotion policies and practices as it relates to advertising non-USA Dance sponsored events
    - National Ballroom Dance Week
        - Eric has a surprise food truck planned for Dancing Downtown guests and plans to post on social media every day of National Ballroom Dance Week

Closing

- Announcements
    - Our next featured event is Saturday, September 13th, with a Masquerade theme.
- Adjournment:
    - Luke Collins motioned to adjourn the meeting, and Eric Hoyer seconded it.
- Next Meeting:
    - Our next meeting is October 3rd, 2025