USA Dance Chapter 2017
Meeting Minutes

Meeting/Project Name: May Board Meeting

Date/Time: 05/01/2026

Location: Teams (Virtual)

Organizer: Lillie Kuss

Attendance:

Board Member	Title	Present	Absent		Board Member	Title	Present	Absent
Eric Hoyer	President	X			Catherine Donohue	Director-At-Large 1	X	
Luke Collins	Vice President	X			Lily Porter	Director-At-Large 2	X	
Benton Jenne	Treasurer	X			Ashley Grant	Director-At-Large 3		X
Lillie Kuss	Secretary	X			Farbod Maya	Director-At-Large 5		X

Committee	Representative	Role	Voting Member (Y/N)
Executive	Luke Collins	Co-Chair	Yes
Membership	Catherine Donohue	Chair	Yes
Finance	Benton Jenne	Chair	Yes
Governance	Luke Collins	Chair	Yes
Programmatic	Luke Collins	Substitute	Yes
Fundraising	Luke Collins	Substitute	Yes
Performance & Production	Lily Porter	Chair	Yes
Education & Training	Luke Collins	Substitute	Yes
Outreach & Partnerships	Benton Jenne	Chair	Yes
Marketing and Communications	Luke Collins	Co-Chair	Yes

Invited Guests	Title	Present	Absent
Cheyenne Hannigan	Professional Instructor / Education and Training Co-chair		X

Agenda:

Opening

- Call to Order: Luke Collins, Vice President

Reports

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- Executive Committee Report
  - Culture Action Implementation Plan
    - Added details to each passion section of our culture implementation plan to make it more specific to our USA Dance Chapter

- Membership Committee Report
  - No new members this past month
  - Creating a welcome packet for new members

- Finance Committee Report
  - Shared the Chapter Activity Report
  - Served a total of 368 people this past month
  - $3,345 in revenue
  - Biggest expenses for the month were for the downpayment on the Dance-a-thon space and the Historic Chateau Dancing Downtown/Salsa Rueda space expenses.
  - Reconciled our QuickBooks balance and our Wells Fargo Account

- Governance Committee Report
  - Reviewed the 507 Experience agreement and didn't see any issues

- Programmatic Committee Report
  - Dancing Downtown
    - Working on developing a schedule for all board members to rotate running the Dancing Downtown event
    - We currently only have one key fob for the downtown storage, so we will need to plan hand offs
  - Friday Dance Series
    - We have a permanent volunteer who can run and set up the event
  - Monthly Socials
    - We need everyone on the board to help due to no other volunteer interest
  - Bi-annual Formals
    - We need everyone on the board to help due to no other volunteer interest
  - Sponsored Events
    - Working on scheduling dances for Forte Living and Visiting Angels
  - Southern MN Dance Team
    - Starts May 4th
    - Team Captain is Sunshine Schmidt
    - Runs once a week at $10/person
    - Creating an annual registration for July 1st with fundraising and volunteer opportunities to reduce the cost for participants
  - Jump Jive Joy – RASA Program

        - Eric will be running and developing

- Fundraising Committee Report
    - People are finding out Give Butter account and donating
        - Lily Porter had the idea of creating thank you cards for people who donate over $100, potentially adding our picture to it or a free admission to a dance.
            - Cat will create the thank you cards and Benton will send her the names of donors

- Performance and Production Committee Report
    - Dancing through the Decades Grand Dance Celebration
        - 7 Dance Performances lasting around 30 minutes
    - Rochester Honkers Pre-Game Performances
        - We've been invited to do a couple of pre-game performances at Honker's Baseball games
        - There is a list of themed nights to choose from
            - An interesting one could be Retro night June 27th
        - Working with the Chapter Dance Team to include them
    - Moonlight Swing Soiree
        - Getting a bunch of stars people can write on with sharpies
        - Bringing star and moon confetti for tables
        - Potentially will do a swing themed mixer
- Education and Training Committee Report
    - Eric is creating a list of who is SafeSport certified and will be purchasing training links for those on the board or instructors who are not certified
- Outreach and Partnerships Committee Report
    - The 507 Experience agreement was signed
- Marketing and Communications Committee Report
    - A lot of exciting updates to our website
        - The Board's pictures are all up on our website
        - All our dances are officially listed on the site
    - Looking into a chapter admin Facebook ghost account for logging in across platforms
    - Looking at applications for sending auto post reminders of upcoming events

Open Discussion

- Eric Hoyer
    - Dance-a-thon
        - Purchased danceathon.org to run the fundraiser in September
        - The University of Minnesota ballroom students are showing interest in participating

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        - Planning the t-shirts, logo, swag bags, personalized gift options, gala layout, and table layouts.
        - Will plan possible entertainment if we get enough money
- Benton Jenne
    - Created a volunteer form
        - Asked everyone to fill it out for hours volunteered so he can make a volunteer report for the next meeting.

Closing

- Announcements: Moonlight Swing Soiree on May 9th
- Adjournment: Luke Collins motioned to adjourn, and Lily Porter seconded it.
- Next Meeting: June 5th, 2026