

FLORIDA FEDERATION OF SQUARE DANCERS, INC. MEETING MINUTES
HOMEWOOD SUITES
165 Bill France Blvd, Daytona, FL 32114
SUNDAY, MAY 5, 2024

Call to Order (Ann & Cal Maki)

The meeting was called to order at 09:00am by Cal Maki.

Invocation (Stephen Bigelow)

Pledge of Allegiance (Linda Tester)

Roll Call, Introduction (Jenny Green)

Jenny Green said there is a quorum at the meeting.

Linda Tester questioned if Alec & Kay Schmidt (Northwest) have any medical problems that would excuse them from being removed from the roster for missing 3 consecutive meetings.

Introductions:

Sandy Sturgis (Cuer from West Coast Area)

Mark Fetzer (Caller from Northeast)

Breakout Meetings

Finance (Annie Minor)

Ann Minor, leader

Jack Hoffman attended

We discussed amounts in the budget (available at the end of these Minutes). We no longer receive a refund from our previous internet hosting company, so it is no longer an income item.

All expenses have been kept at previous year's levels. This was considered acceptable. We talked about the fact that the budget is a fluid item, and categories may go up or down in amounts and whether they go over or under budget but hopefully will be compensated for by other categories.

Terri Little made a motion to approve the budget, Linda Reid second, motion carried.

Insurance & Presidents (Carol Poole)

Those that were in attendance were I was the chairman, Shirley Wright was the remainder of us. We discussed insurance, I handed out 2 handouts, Convention Procedures, and Frequently Asked Questions. Then we hit on IRA taxes for a little bit. My books were audited by Shirley & Jenny Green was found to be correct.

Showcase of Ideas (Linda Tester)

The meeting was in Room 220 at 2:30pm. In attendance was myself, Sheila Reid, and Barbara Hoffman. We had a tote that we went through, that had coins, oranges, maps, a rolling bag, and dolls. We consolidated; Sheila was so sweet and got down on the floor and do that for us. We counted the coins and put them in bags of 100. We have our maps. Terri Little and the Hoffmans have agreed to take the Showcase of Ideas to the Nationals.

We have information that is outdated; the first thing we need to talk about is 13 boxes of business cards, they have websites listed that are no longer valid. We think we should discard these cards. We did not do that because we would like to have the input of the Federation. So, I would like to have the approval of the

Federation to discard these. Linda made a motion that we throw these business cards in the garbage, Terri Little second, motion carried.

We also have, in the tote, a folder for each association that was out on the table for the people at National to look at. Stephen Bigelow made a motion to dispose of these folders, Annie Minor second; it was asked what if an association wants to take their folder, Linda said they can take it; motion carried.

We have 2 Barbie dolls (a male & a female) we have always put out with the showcase board; we have a pattern for outfits, we're hoping someone (Terri Little) that has leftover material may make the new Florida outfit for the dolls for next year's convention. We are also going to ask Diane Syphard if she would make a padded "carrying case" for the dolls that could fit over the handle of the rolling bag. Barbara Hoffman asked if we need approval to pay Diane something for making the case; Linda said no since she has \$250 in her (Parliamentarian) budget. Linda Reid recommended it be made vertically so the dolls can stay standing.

(Side note from Barbara Hoffman – if you have any anything you would like us to take up with us, you will need to have them to us by June 10th.)

HEPP (Jenny Green – filling in for Penny Green)

Committee members are Stephen Bigelow (NE), Jenny Green (Central), Penny Green (WC), Ailene Picheco (Central), and Linda Reid (Central).

For those that don't know what HEPP stands for, it's History, Education, Promotion, and Publicity.

Our goal at this meeting was to review and discuss the *New Dancer Handbook* and the *First Convention Handbook*.

The New Dancer Handbook was a re-write of a handbook that was written several years ago for the Florida Federation. The updated version was written and posted on the Federation website in June 2023. My plan is to review and update, if necessary, this handbook once a year and it's time to do that.

The additions that we decided on are

- Include information on reporting an injury.
- Add some definitions to the Acronyms and Definitions list.

Then there were spelling and punctuation errors to be corrected.

I'll take care of these things and send it to Cliff to upload to the website.

We then looked at the *First Convention Handbook* and came up with the following:

- There is a paragraph about the host hotel being a Marriott chain and explains the amenities you get there. We decided that the paragraph needs to be more generic. Instead of talking about the Marriott chain, we're going to change it to say something like "if the hotel is part of a national chain, i.e. Hilton, Marriott, Hyatt, etc. check into their frequent traveler programs that give you extra perks for your stay in their hotels. All the major hotel chains have some type of breakfast arrangement, a mini-market, and refrigerator and microwave in the rooms. If you stay at their hotel brands i.e. Courtyard by Marriott, Marriott's Fairfield Inn, etc., they are usually cheaper and have less amenities.
- There is another paragraph that talks about "when you breakdown a square". We talked about the fact that it's not always the new dancer that breaks down a square. We're going to re-word it to say "When a square breaks down..."

- And there is another paragraph about the musical highlights. I had put that it's on Saturday night, but it needs to be Friday and Saturday nights.

There are also some spelling and punctuation errors to correct.

After all of these changes have been incorporated, I'll send it to Cliff for posting on the website and plan to also update it annually. This will be the first time, this handbook is posted.

To find these two handbooks on the website, go to <https://www.dancergram.com/aa-floridasquaredance.com/index.html> and scroll down the homepage to just below where all the green buttons are. The next thing is a map program, and then below that is a bar of three or four boxes. These handbooks are in the first box. Everyone is encouraged to read them and ensure your new dancers get copies.

I will either send a message on the Florida Email Tree or write an article for all the publications announcing the updated New Dancer Handbook and the new First Convention Handbook.

Since we still had some time, we started discussing the Convention Procedures. All the people assigned to this committee are past convention chairpersons. I will contact the FCA and RDCF presidents to ask for a representative from each of those groups to be in the discussions. We will have to do the work by email or Zoom, when Jenny teaches me how to set up a Zoom call! I plan to have this ready for a vote at the November meeting.

Susan Snider asked how long the handbook is and are we able to print it out by itself. Jenny responded, the *New Dancer Handbook* is 30 pages (give or take a couple) and the Convention Handbook is 18-20 pages. And yes it can be printed.

Convention Procedures (Dawn DeWitt & Charles Tharp)

Present: Dawn DeWitt, Charles Tharp, Randy Poole, Keith & Angie Olds, Robin & Erik Burton, Susan Snider, Mark Fetzer, Terri Little, and Sandy Sturgis.

Missing chairs were discussed, asked Robin and Erik about being vendor chair of assist Larry Zuckerman, but since they work, attending on Friday is difficult for them, so they declined.

Dangle dance chair was discussed, and we concluded that based on the success January that we would ask Lynn and Scott. They were asked last night, and they declined, so we still need a special/dangle dance chairman.

We discussed the presentation of the flyers and ways to make them more readable by making the date/time/location more prominent.

We discussed delegating responsibility instead of taking it on. We feel we have taken on the tasks where the chair is vacant in order to move the process along. The dinner chair has been filled, so Jeri and Peggy will nail down the menu, considering the results of the survey that was done of dancers in January.

We talked about the dancer survey regarding food and beverage at the convention. Results indicate that dancers would like to have access to beverages. Do we take on the \$4 per dancer to provide unlimited beverages (water, tea, lemonade, & a variety of sodas)? We discussed the possibility of lunch being made available at the venue for purchase, but there is not really a suitable area for consumption of said food, so no decision was made. Linda Tester made a motion that we do the drink package this year after the fact we

take note on did we gain money, loss money, breakeven; how was it accepted, how was it utilized and then go from there for the next convention. Stephen Bigelow second,

DISCUSSION:

Susan Snider - would we have to man the drink station, or will the Center do it; Dawn said we do not the Center will.

Terri Little - another thing we haven't thought about, we count the number of ribbons that are sold for the number of people for this drink package, the callers & cuers get theirs for free so that comes directly out of the convention pocket so maybe its better if we don't do the drink package. That's about 50 people. Dawn asked if we could ask the callers & cuers to pay \$2 each, it was the consensus of the floor that we don't ask them.

Jenny Green - since the Callers Association & Round Dance Council have to vote on a lot of things that have to do with the convention, should we bring this up to them as well. Linda Tester said no, we haven't before; we reminded her we have to have approval from 2 of the 3 Organizations for certain things pertaining to the convention.

Dawn gave an example of 400 people (attendees, callers, & cuers); \$800 a day, \$1,600 total expense that we may not want to bear.

Annie Minor - I think people are happy with ice water to drink, but the increase charge of \$5 for the admission gives us how much profit if we get 350 in attendance? Dawn said about \$1,500.

Linda Tester withdrew her motion.

A brief discussion was had about a second benefit dance but no conclusive results. The SHOW was discussed at length regarding content, cost and length. Some feel a comedy magic show would be acceptable, but certainly a circus would be welcome. Randy suggested that we check with the Center at Deltona regarding any limitations or exceptions in this matter, regarding use of the stage for this event. We discussed the need for the show provider to have minimal setup and tear down due to time constraints. All present agreed that a solid 30-minute show would satisfy attendees so they would feel they got their money's worth. We will continue to pursue a circus.

Keith suggested making a staging plan for setting up and executing the convention.

Old Business

No old business

New Business

Annie mentioned updates will need to be made to the governing documents since we have changed the Register Agent.

Annie discussed the brochures that were created in 2020 to have put at the Florida Welcome Centers and suggested each association use them to promote square dancing. Cal mentioned we discontinued putting brochures at the Welcome Centers because of cost, we didn't feel like it was making an impact, and they weren't putting them out for people to see. Annie asked why; Terri said it extremely expensive because you have to rent your space along with printing them. Susan made a comment that they (her & Mark) got started in Square Dancing because he had pick up a brochure at a Welcome Center.

The meeting was adjourned at 9:59 am by Cal Maki.

Announcements

Next Meeting Sunday, November 3, 2024 at 9am

T B A, Jacksonville

PROPOSED BUDGET FOR 2025

Florida Federation of Square and Round Dancers, Inc.

Prepared May 4, 2024

INCOME

Association Dues	\$ 200.00
Convention Profit	\$ 1,369.16
Internet Reimbursement	\$ 00.00
Interest	\$ 28.00

TOTAL	\$ 1597.16
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EXPENSES

President	\$ 100.00
Vice President	\$ 250.00
Secretary	\$ 150.00
Treasurer	\$ 50.91
Parliamentarian	\$ 250.00
USDA	\$ 100.00
Corporate Dues	\$ 61.25
Honorariums	\$ 200.00
Historian	
Delegate Badges	\$ 80.00
Friendship Cards	\$ 30.00
Welcome Center Cards	
Working Weekend Benefit Dance	\$ 100.00
Advertising	\$ 95.00
Insurance	\$ 130.00
Handbook	
Disaster Relief	

TOTAL	\$ 1597.16
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