

Swing and Blues Dancing in Adelaide

AGM Minutes

The Annual General Meeting (AGM) for Swing and Blues Dancing in Adelaide was held on Sunday 28 April 2019 at 2:00 pm, at the Adelaide City Council Central Library Meeting Room (Level 3, Rundle Place, Rundle Mall, Adelaide, South Australia 5000).

Attendees present were:

Kylie Cooper, April Lewis, John Legg, Marcus Saunders, Sophie Hollitt, Anna Kovac, Jane Magill, Sam Jozeps, Nathan O'Brien, Matthew Carter, Laura Stokes, Simona Padvelskyte, Liz Jilbert, Ian Knight, Kayla Bremert, Finn Stokes (via Skype); and Emma Smadbeck (by proxy, via Liz Jilbert).

1. Welcome

Attendees were welcomed and thanked by Sophie.

Motion: to accept the following individuals as new members of the organisation:

- John Legg
- Matthew Carter
- Laura Stokes
- Sam Jozeps
- Simona Padvelskyte
- Nathan O'Brien
- Jane Magill
- April Lewis

Moved by Marcus, seconded by Liz. Motion carried unanimously.

New members were introduced to the group via roundtable.

2. Minutes of the previous Annual General Meeting

Motion: to confirm the minutes for the previous Annual General Meeting.

Moved by Ian, seconded by Liz. Motion carried unanimously.

Liz noted that the minutes contained discussions which were relevant to the committee's proceedings and recommended that new members read them. It was noted that the minutes are available on the SABDIA Google Drive: https://drive.google.com/drive/u/0/folders/0B7VEkOIO-u_zd0pxRDh0dVY2N2s

3. Chair Person's Report

Sophie presented a summary report of SABDIA's activities, noting the following key points:

- SABDIA has organised a number of large community events. It is her hope that in future SABDIA dedicate some of its energy to the production of smaller local community events.

- The Committee made a number of amendments to the Association Rules in order to clarify the requirements for forming subcommittees to run events, including requirements to include at least one office bearer and one general committee member, as well as Association members and community members. The purpose of these rules were to ensure that community members could be supported by the Association to organise and assist with event planning and management.
- Breakout Blues was not successful in terms of being a simpler or easier event to organise and manage, however, was successful as a well-attended and enjoyable event.
- Hearken the Blues was organised in partnership with blues dancers from interstate and focused on the history of blues dance and music. Communication about the event and its organisation to the SABDIA Committee could have been better managed.
- Fancy Feet, organised in partnership with 8 Count, was well-attended and very successful.
- The most recent committee meeting focused on recruitment of new Association members and future directions for the Association’s website and social media presence.

4. Financial Reports

Finn presented the Financial report, noting the following:

- SABDIA currently has \$7,400 in total, including money in its bank account and its PayPal account. The Association has enough money upfront to cover any upfront costs for an event if one were to be organised.
- In the last year, SABDIA made \$800 from its events, Fancy Feet and Hearken the Blues.
- SABDIA purchased headset microphones and a handheld microphone.
- The Association currently has the following ongoing costs:

Item	Cost
Third party liability insurance	\$670
Web hosting	\$120
Total	\$790

- APRA Licensing was purchased by Hearken the Blues, however, it is not clear that SABDIA is still covered and may need to purchase another licence to cover any future events where recorded music is being played (including classes, socials and performances).

Action: Finn/Sophie to check current status of APRA licence and investigate options for SABDIA purchasing a licence for future events.

Kylie asked Finn to clarify what music and streaming services the APRA licence covered (i.e. Spotify or iTunes). Laura advised that the licencing would cover any recorded music played.

Sam asked for the roll over date for the third party insurance. Sophie advised that the insurance was due to roll over on 31 December 2019.

Marcus asked for clarification regarding the terms of the insurance, such as whether it was calculated on the basis of how many attendees were expected. Laura also asked for clarification regarding the extent of the coverage for such things as aerals and performances etc, and whether there was a cap. Sophie advised that she was not sure of the details but would check and report back.

Action: Sophie to check the details of SABDIA’s third party liability insurance policy and to report back to the committee at the next scheduled meeting.

Liz also noted that the certificate of currency should be available to members to view on the shared Google Drive.

Ian asked Finn to clarify arrangements for the management and handover of web hosting responsibilities. Finn advised that he was happy to continue to manage it for the time being, and to support handover to the committee member responsible. Ian asked how the management of web hosting would be affected by Finn's relocation to Europe. Finn advised that SABDIA was currently the only website being hosted.

5. Elections

Vote: The following executive committee positions were elected

- Samuel Jozeps was elected to the position of Chair Person, unopposed
- Vedrana Budimir was elected to the position of Secretary, unopposed
- Nathan O'Brien was elected to the position of Treasurer, unopposed

The following nominees were presented for the General Committee member positions:

- Marcus Saunders
- Kylie Cooper
- Liz Jilbert
- Athina Mpou
- Laura Stokes
- Matthew Carter
- John Legg
- April Lewis
- Jane Magill

Sophie explained the process of voting for the 5 general committee member positions, where all members would be able to nominate their 5 preferred nominees for general committee in a secret ballot. It was confirmed that nominees were able to vote for themselves in the ballot.

Sam asked for clarification regarding the difference between committee and general members. Sophie advised that committee members had legal responsibility and obligations under the association rules for decision-making, management and voting for the Association. John asked whether general members were permitted to participate in subcommittees. Sophie confirmed that subcommittees could include general members and community members, but needed at least one member of the executive committee and one general committee member.

It was proposed that nominees for general committee be invited to state their interests in serving as general committee members. The nominees presented the following:

Marcus: Current experience managing 8 Count. Is interested in growing the community of dancers and helping organising bodies to collaborate and work together to this goal.

Kylie: Loves dancing and wants to share and communicate that with others.

Laura: Shares the values that have been put forward here. Has personal contacts with other schools in Adelaide. Is interested in making SABDIA a central port of call for swing dancing in Adelaide. Also wants to promote more consistent practice and policy regarding safety and codes of conduct across event organisers and schools.

Matty: Also supports co-ordination, making SABDIA a shared hub of knowledge about social dancing and classes in Adelaide, and promoting more community-driven events.

John: Happy to assist in any capacity. Has skills and experience in communication and is interested in supporting SABDIA in this area. Also has experience with editing and is interested in updating and revising Association Rules.

April: Some experience organising, is keen to promote dancing, is good at chipping in where needed and making things happen.

Jane: Keen to help, happy to assist in any capacity.

Liz: Has previous experience running SoBlue, Fancy Feet and is keen to participate in community.

Vote: The following members were elected to the General Committee

- April Lewis
- Kylie Cooper
- Laura Stokes
- Marcus Saunders
- Matty Carter

6. Handover of duties and upcoming priorities

Motion: to update and grant access to the SABDIA bank account to the new Executive Committee members (Sam, Nathan and Vedrana).

Proposed by Marcus, seconded by Laura. Moved unanimously.

Motion: to remove Sophie Hollitt, Finn Stokes, and Emma Smadbeck's access to the SABDIA bank account.

Proposed by April, seconded by Laura. Moved unanimously.

Action: Sophie to arrange with Sam, Nathan and Vedrana to arrange change of access with the bank.

Vedrana was appointed as the Public Officer for the Association.

Action: Sophie/Finn to arrange the necessary paperwork for Vedrana and advise of obligations relating to Public Officer role.

Sophie advised that she had completed a guide to arranging an AGM and the Association rules for this process, which will be available on SABDIA's shared Google Drive folders. She also advised that any member of the Association may call general meeting or a Special General Meeting.

All new members will need to be given access to the Google Drive and will need to provide their email address.

Action: Sophie to collect new members' email addresses and provide access to the SABDIA Google Drive.

7. Any other business

Marcus asked where SABDIA's property (e.g. sound equipment and items from events) was being stored. Sophie advised that decorations and other items were currently being stored in her home

and would need to be moved to an alternate storage location before she leaves the country in August 2019. Vedrana advised that the speakers, mixer, microphones and headsets were currently being stored in her home.

Marcus stated that it was important for SABDIA to articulate its vision and mission. Sam agreed and stated that he was interested in driving the strategic planning for the Association and to define the scope of SABDIA's role within the community.

The Association were invited via roundtable discussion to share their views on what they would like SABDIA to do. The key points were as follows:

- Simona: opening a community studio space, public promotion of swing dancing, developing a Facebook page, attracting a younger demographic of dancers to the scene
- Nathan: promoting live music and organising events with live music attached, making dance more visible to the wider community
- Jane: reviving blues dancing in Adelaide
- Marcus: creating SABDIA as a portal for the swing dance community for information about classes, social dancing and history. Facilitating collaboration between different schools and organising bodies.
- Anna: organising more events, developing Adelaide as a destination for interstate visitors through a major event, monitoring and moderating posts on the SABDIA group.
- April: linking live music with dancers
- Vedrana: developing the website to include a portal that consolidates information about where community members can learn to dance or social dance. Developing a community of practice regarding safety and codes of conduct to help organisers and schools develop more consistent practices and standards in relation to safety.
- Sophie: organising smaller, local-level events. Empowering community members to develop events of any size.
- John: to develop a communication strategy for promoting SABDIA to the wider community and to provide guidance on how SABDIA can support them to organise events, manage a community of practice for safety, promote the history of swing dance and provide a resource for community to explore. Partnerships with organisations and local community.
- Matty: using SABDIA as a channel for promoting wider community events and classes. Making SABDIA a recognisable community organisation with a face. Government grants for spaces, events, music etc.
- Laura: promoting uniformity of codes of conduct and promoting safety at events, reviving blues dancing, providing the community with resources to learn about the history of the dances. Increase SABDIA's transparency.
- Liz: Evaluation of the current offerings of swing dance in Adelaide and identifying the gaps, and how those gaps might be filled (e.g. classes, events, outreach). Being more proactive about making things happen. Using a Facebook group for committee and members to discuss ideas.
- Kayla: running bigger events and harnessing the capacity SABDIA has to drive these. Reviving blues dancing in Adelaide.
- Ian: opening a shared community space. Acquiring a portable dance floor, reviving blues dancing classes in Adelaide, setting up a subcommittee for blues. Having a Facebook page and website and keeping them up to date. Sophie noted that records of meetings and records of dealings regarding safety and conduct are stored in different places and this will need to be addressed as part of handover of duties.

- Kylie Cooper: an updated page with information about upcoming events and classes. Update administrative access to monitor the Facebook group.
- Finn: providing practical support for other organisers, including third party insurance. Obtain appropriate legal supports for committee members to be protected whilst carrying out their duties.

Action: Sophie to modify administrative access to the Facebook SABDIA group.

It was agreed that formation of subcommittees and agreement on key priorities would be followed up at the next meeting. It was proposed that the next meeting be held in two weeks' time.

Action: Vedrana to schedule and arrange the next general meeting.

Ian thanked Sophie, Finn and Liz as retiring committee members for their hard work and support to the association.

8. Adjournment

The meeting was adjourned at approximately 3:40 pm.