

AUSTRALIAN CLOGGING ASSOCIATION INC

ANNUAL GENERAL MEETING

21st September 2012

Minutes

Item	Description
1	Opening of meeting Jenny Neal opened meeting at 2.06pm and welcomed all and thanked them for attending.
2	Attendance Kingsley Dawes, Denise Jenkins, Edith Sandy, Erica Mann, Vickie Dean, Louise Frodyma, Leonre Hodge, Maureen Miller, Frances Look, Gail Ross, Cathy Beitzel, Roseanne Goggin, Lynne Adams, Ruth Krix. Lee Smith, Olive Borovsky, John Clarke, Julie-Anne Clarke, Lorraine Taylor, Bev Kilpatrick, Shirley Smith, Jean Watford, Dell Sutcliffe, Graeme Brown, Stephen Baker, Judy Hoyle, Clare Salon, Jan Collins, Lorraine Peisley, Vera Dunstan, Val Kerr, Glenda Prowse, Margaret Wyatt, Marilyn Shaw, Laurel Reed, Eileen Stratford, Kaye Speyer, Bev McLachlan, Nina Annand, Chris Anderson, Jenny Neal, Joanna Buswell, Stephen Hope, Jason Nicholson, Jasmine Dawes Apologies Marilyn Lambden, Lynda Bain, Bevan Beitzel, Dian Young, John Borovsky, Leanne Nicholson, Bronwyn Hall, Keith & Karen Unstead.
3	Minutes of Previous AGM Minutes of previous AGM 1 st July 2011 Moved by Kaye Speyer / Seconded by Julie-Anne Clark, that the minutes be accepted <i>Accepted</i>
4	Business Arising from Previous Minutes Carried over to general business
5	Correspondence Correspondence was mainly memberships in and out.
6	Business arising from Correspondence <ul style="list-style-type: none">• 2012 Membership Review• Currently 364 members• Net loss of 10 members in the last 12 months• 89 members lapsed/79 new members joined• 490 previous members, suggested a membership drive from previous members• Authority given for memberships renewed up to and including the Convention be counted as continuous membership• QLD – 124 / NSW – 63 / ACT – 63 / VIC – 47 / WA – 31 / SA – 17 / TAS – 14 / NZ – 1 / Canada – 1• Some clubs have made ACA membership compulsory to cover insurance costs
7	Reports <ul style="list-style-type: none">• State Reports – Posted on ACA Website prior to AGM. SA State report not submitted.

- **Treasurers Report** – Jasmine presented the current financial statement. Copies made available for all at the AGM. Awaiting the auditor to finalise the audit report which will be posted on the ACA website once complete.
- Operating Surplus \$24245.00 for 2012 based mainly on the profit made at the Cairns Convention.
- Meeting agreed that they are happy for the finalised audit details to be posted as part of the next newsletter.
- **Any other reports** – Basic/Basic plus cue sheet checker report not submitted – given by Jenny from floor reading olives report.
- 23 basic/basic plus 68 easy intermediate. Cue sheet general lodged in correct format. Thank everyone being amiable with cue sheet checking. Pauses and half beats must be set on all cue sheets. Step dictionary is a fantastic asset kept very well up to date.
- **Accreditation report** – Vickie presented a verbal report. Accreditation still going well with multiple awards being given out that this convention for Bronze, Silver and Gold accreditation. Also it was agreed at the Leaders meeting that more seminars be scheduled at ACA National conventions to allow for further advancement and training.

Moved by Vickie Dean / Seconded by Lorraine Taylor, that the reports of the AGM be accepted
Accepted

8

Elections

Nominations received prior to meeting are shown in **bold**:

Election of Office Bearers 2012/2013

Position	Candidate	Nominator	Secunder
Executive			
President	Jenny Neal	Edith Sandy	Leanne Newcombe
Vice President	Nina Annand	Edith Sandy	Lenore Hodge
Treasurer	Denise Jenkins	Dell Sutcliffe	D Cleary
Secretary	Cathy Beitzel	Frances Look	Dian Young
Past President	Kaye Speyer	n/a	n/a

State/Area Representatives

ACT	Fran Emerson	Louise Frodyma	Lenore Hodge
New South Wales	Roseanne Goggin	Ruth Krix	Vickie Dean
Queensland	Frances Look	Dell Sutcliffe	Jenny Neal
South Australia	Judy Hoyle	Michael Carroll	Irmgard Huddy
Victoria	Bev Kilpatrick	Shirley Smith	Cheryl Holland
Western Australia	Kingsley Dawes	Jasmine Dawes	Lynda Bain
New Zealand	Jean Watford	Life Post	
Northern Territory	Louise Frodyma	Kaye Speyer	Joanna Buswell
Tasmania	Jan Collins	Vickie Dean	Frances Look

9	Appointments <table border="1"> <thead> <tr> <th>Non Executive Positions</th> <th>Current</th> <th>2013</th> </tr> </thead> <tbody> <tr> <td>Accred. Committee Chair.</td> <td>Vickie Dean</td> <td>Staying on in role</td> </tr> <tr> <td>Cue Sheets Basic/E Int</td> <td>Olive Borovsky</td> <td>Staying on in role</td> </tr> <tr> <td>Cue Sheets Intermediate</td> <td>Jenny Neal</td> <td>Staying on in role</td> </tr> <tr> <td>Cue Sheets Int+/Advanced</td> <td>Irmgard Huddy</td> <td>Staying on in role</td> </tr> <tr> <td>Public Officer</td> <td>Erica Mann</td> <td>Staying on in role</td> </tr> <tr> <td>Cue Sheet Librarian</td> <td>Frances Look</td> <td>Staying on in role</td> </tr> <tr> <td>Resource Librarian</td> <td>Jenny Neal</td> <td>Staying on in role</td> </tr> <tr> <td>Historian</td> <td>Kathy Hedger</td> <td>Staying on in role</td> </tr> <tr> <td>Web Page</td> <td>David McGrath</td> <td>To be confirmed</td> </tr> <tr> <td>Development Coordinator</td> <td>Kathy Hedger</td> <td>Staying on in role</td> </tr> <tr> <td>Newsletter Editor</td> <td>Julie-Anne Clark</td> <td>Erica Mann</td> </tr> <tr> <td>Merchandise Officer</td> <td>Jason Nicholson</td> <td>Staying on in role</td> </tr> <tr> <td>Dance list Coordinators</td> <td>Kathy Hedger</td> <td>Nina Annand & Chris Anderson</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Non Executive Positions	Current	2013	Accred. Committee Chair.	Vickie Dean	Staying on in role	Cue Sheets Basic/E Int	Olive Borovsky	Staying on in role	Cue Sheets Intermediate	Jenny Neal	Staying on in role	Cue Sheets Int+/Advanced	Irmgard Huddy	Staying on in role	Public Officer	Erica Mann	Staying on in role	Cue Sheet Librarian	Frances Look	Staying on in role	Resource Librarian	Jenny Neal	Staying on in role	Historian	Kathy Hedger	Staying on in role	Web Page	David McGrath	To be confirmed	Development Coordinator	Kathy Hedger	Staying on in role	Newsletter Editor	Julie-Anne Clark	Erica Mann	Merchandise Officer	Jason Nicholson	Staying on in role	Dance list Coordinators	Kathy Hedger	Nina Annand & Chris Anderson			
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10	Vote of Thanks Jasmine Dawes for two years as Treasurer Kingsley Dawes for two years as Secretary Dell Sutcliffe for three years as Queensland State Rep John Clark for three years as WA State Rep Julie-Anne for three years as Newsletter editor																																														
11	Special Business <p>Future Conventions</p> <p>2013 Canberra Presentation update by Kathy Hedger, Convenor. 13-15 September 2013 in Queanbeyan. Book accommodation fast as is Centenary of Canberra, 175th anniversary of Queanbeyan and Floriade, the place will be very busy. Mat Sexton has been nominated as the feature cuer from the USA.</p> <p>2014 Confirmation of bid</p> <p>As no state based organisation has put in a bid, Jenny Neal announced that the current executive committee will hold the convention in Darwin, 20-22 June 2014. Marrara Indoor Stadium and Darwin Basketball Assoc. premises in Marrara. Jenny explained the venue will be the same one as used for the National Square Dance Convention. Jason sought clarification as to who would be running the convention, would it be the Executive that are in place during the convention or the current executive from 2012. Jenny explained that the current executive will form a committee that will run the convention with input from the ACA executive of the day. This was accepted by the meeting. It was raised that accommodation in June will probably be expensive so people should book now.</p> <p>2015 Expressions of interest to be sought - New South Wales showed an expression of interest through Jason Nicholson & Vickie Dean</p>																																														

12	<p>General Business</p> <p>1/ Leaders Meeting – Points raised by meeting</p> <p>Discussed dance list voting – Edith moved that the voting stayed as it is for the next two years with the executive to review. Also suggested that the Executive could change the time frame for the voting based on the dates of the AGM and convention as required.</p> <p>Discussion regarding accreditation – Kathy would like to see this expanded to make it a fuller and more useful process that involved more people and progression. Much discussion ensued including different leaders running seminars and being involved. It was agreed by the meeting that we amend the convention guidelines to say that a minimum three seminars be held at every convention, in place of workshops. Was confirmed during the AGM that the ACA through the accreditation committee would run said seminars with the programming committee providing space, programme time and facilities as required. This was generally agreed.</p> <p>Discussion of future recognition of members and leaders. For members there should be a bar given at 20 years, 25 years etc to be added onto the 15 year badge. For leaders it was agreed that in addition to the 10 year ACA recognition that at the discretion of the ACA Executive they would also present 25 year recognition when people reach that goal. Continuous ACA membership would not be a pre requisite for being given the 25 year recognition.</p> <p>Cue sheet speeds – agreed that plus or minus 1 = plus or minus 5%, based on the use of a mini disc versus a speed changing program.</p> <p>Cue sheets in Syllabus – agreed that cue sheets should always be printed in a syllabus with the entire sheet including cues and step explanation on one piece of paper front and back. If this meant pages were left blank due to a second page of step explanations, this was acceptable.</p> <p>2/ Convention & General ACA Guidelines – Committee headed by Edith Sandy submitted the recommendations for changes.</p> <p>Edith discussed the changes that had been suggested by the committee. Edith added the amendment to include the seminars as it was discussed at the leaders meeting. Edith added the amendment to include the extra five year badges for continuous membership.</p> <p>Discussion ensued regarding the necessity to have items regarding continuous membership as part of the rules and guidelines.</p> <p>Kathy suggested that we agree to all of the original amendments before discussing changes as these had already been distributed. The distribution of membership badges was already part of the convention guidelines and was not included as part of the changes.</p> <p>Moved by Edith Sandy / Seconded by Vickie Dean</p> <p>Kathy asked for discussion on some of the points. Specifically the equipment being free of cost to the organising committee, this was clarified.</p>

Jason then asked that the proposed changes be read for the meeting due to not all present being sent the amendments' prior to the meeting. Julie-Anne Clark then read aloud to the meeting the proposed changes as submitted by Edith Sandy and the Guidelines Committee.

Discussion was then called for again.

- Kathy asked for clarification of the qualifications required for the first aider in attendance at the convention.
- Wording was changed to reflect correct certification.
- Also raised issue of convention committee to provide all music required.
- Requirement of their to be enough seating space for all attendees plus spectators
- Discussion and clarification of what is a bracket, agreed that this is 4 dances
- General discussion that as these are guidelines only, we do not need to spend too much time on the interpretation of specific wording.

Accepted by acclamation, then approved by vote with above minor changes.

Edith then re raised the amendments as called for by the leaders meeting.

- Now there will be 3 seminars programmed at each convention, open to general membership, for both leaders and dancers. Crossing various areas including business development.
- Creation of syllabus, one page front and back. If it runs to three pages then one extra to be left.

These changes were moved by Edith Sandy / Seconded Julie-Anne *Accepted by acclamation*

Edith also presented a timeline for the running of a convention based on the Cairns Convention to be included as part of the guidelines from 4 years out until financial wind up. This was added to the convention guidelines.

The meeting thanked Edith for her efforts over the last 12 months.

Motion made that a club is automatically registered for the banner parade at the time of the leader registering to attend unless they state otherwise. As a leader you can also nominate to be part of the parade in your absence, if a club member attends. Jenny mentioned that there are already cards in place that cover the history of the specific clubs and Frances Look offered to update the cards and create new ones for future use. These will also be saved on a USB

Moved Jenny Neal / Seconded Frances Look – *accepted and added to the rules*

Also suggested that the providing of continuous memberships badges be removed from the guidelines, however there is still a provision that time is set aside during the convention for the presentation of various awards, badges etc. What and how they are provided remains the duty of the ACA.

Edith Sandy moved that the sections be abolished / seconded Jenny Neal and agreed

3/ Constitution Review – Jenny Neal presented the changes to be made to the constitution

Kathy mentioned that the document that was sent out was not the same as the one that was uploaded onto the website. This is because the one uploaded lost the auto corrections that showed the changes.

Cathy Beitzel ran through the process that was undertaken to update the constitution. The wording has been updated to reflect the requirements for asking for funding from the government. Suggested that we take the changes away, or download a copy from the ACA website and if you have comments, please contact the committee. This will be represented at the 2013 AGM when there has been twelve months consultation and discussion. This will allow us to vote through the changes quickly and remove the need to spend hours at the AGM's discussing/arguing minor points. This is a working document, not the Magna Carta.

Jenny asked that the terms of reference also be uploaded to the website and encouraged discussion. Jenny confirmed that we are incorporated in NSW

4/ Junior Memberships

Louse Frodyma discussed that she had now made it compulsory for her club members to become ACA Members. Half of her club are children or juniors and that there should be a provision to cover them. She would like to see a solution to this.

Suggestion made that there be a junior membership that is 50% of the cost of the adult membership. Easiest way to facilitate would be to change the current membership to have a discount for youth, i.e. up to and including 15 years of age.

The change would not take effect until the 2013 membership year. This will be added to the constitutional changes to be voted on next year.

5/ Other General Business

Jenny Neal suggested that the ACA purchase a lap top for use by the Secretary / Treasurer with an external back up. Jasmines suggested that we also purchase one for the treasurer.

Moved by Kaye Speyer / Seconded by Vickie Dean, Accepted

Voting for showcases – Michael Carroll - I think we need to maybe review how showcases are voted, I was thinking something like they do at Eurovision where you can vote for all the other states but you can't vote for your own dance I think this would take out the 'we must be loyal to our club' factor. Discussed but decided to leave unchanged

Louise added that everyone must be able to view all showcase routines. Moved Louise Frodyma and seconded Joanna Buswell that all showcase participants be able to view all showcases presented and that there will be no come on or go off, everyone will be in the hall. Agreed

Meals at conventions – Michael Carroll - I think that maybe we should offer people a choice with their registrations as to whether they want to have meals supplied or to supply their own you could have on the registration a price for convention with meals and a price for conventions without meals. I think this would also help when it comes to People with allergies.

Discussed but not agreed due to opening up committee to a ball park of changes to registration.

Closure of Meeting - 4.05pm

