



Meeting 2

Dance4U Inclusive Arts CIC – Trustee Meeting Minutes

Date: Thursday, 29th February 2024

Time: 5:00 PM

Location: Zoom Meeting

Attendees:

- Emily Marie Bollard (Operational)
- Sade Veleta Leanne Bloise (Secretary)
- Steve Whitclif Smith (Treasurer)

1. Welcome and Opening Remarks

Emily Marie Bollard, as Chair, opened the meeting at 5:00 PM and welcomed the trustees.

2. Confirmation of Quorum

The Chair confirmed that the meeting was quorate, with all three trustees present.

3. Declaration of Conflicts of Interest

The Chair asked if any trustees had conflicts of interest to declare.

Outcome: No conflicts of interest were declared.

4. Grant from The National Lottery Community Fund

The trustees discussed the successful grant application, with Dance4U Inclusive Arts CIC being awarded £11,740 to deliver online dance classes for the disabled community.

4.1. Immediate Action: Launch of Online Dance Classes

Emily provided an update on the launch of the online dance classes, noting that Dance4U Inclusive Arts CIC is ready to deliver online dance lessons right away to the disabled community.

Emily and the teaching team have prepared the content for the first few weeks of lessons, ensuring accessibility for all participants.

A communications plan was put in place to promote the program to existing participants and potential new members of the online community.

Action Points:

Emily: Oversee the smooth rollout of online classes, coordinating with instructors to ensure consistent delivery.

Sade: Manage participant registrations and ensure that all necessary administrative work is completed.

Steve: Monitor the financial aspect of the program to ensure that the grant funds are being used effectively and efficiently

4.2. Feedback and Adaptation

The trustees agreed to gather feedback from participants regularly to ensure that the online dance classes meet the needs of the disabled community.

Action Points:

Emily: Implement a feedback mechanism and review results after the first month.



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5. Long-Term Planning: Dance Leader Programme

The trustees discussed the integration of the Dance Leader Programme into Dance4U's long-term strategy. This program will enable students to learn how to teach online dance lessons to other students in the community.

5.1. Online Learning Platform

Emily proposed the development of an online learning platform as part of the Dance Leader Programme, where students could access training materials, receive coaching, and practice teaching online dance lessons.

The program will include both theoretical components (e.g., lesson planning, communication skills) and practical components (e.g., mock teaching sessions).

This initiative will empower participants to become future leaders in the online dance community, creating a ripple effect that will expand Dance4U's impact.

Action Points:

Emily: Lead the development of the online learning platform and design the curriculum for the Dance Leader Programme.

Sade: Assist with the administration and coordination of the programme, ensuring compliance with funding requirements.

Steve: Allocate budget and resources for the development of the online platform and program delivery.

6. Financial Position

Steve provided an update on the current financial position, highlighting the National Lottery grant and the allocation of funds toward online classes and the Dance Leader Programme.

Outcome:

Steve confirmed that the organisation remains financially healthy and the grant funds are being properly allocated.

7. Current Activity Status

Emily reported on the successful launch of several new online dance workshops for both children and adults, with positive initial feedback from participants.

Outcome:

The trustees agreed to focus on increasing participant engagement and refining the content based on feedback.

8. Action Points Recap

Emily: Oversee the launch of the online classes and lead the development of the Dance Leader Programme.

Sade: Manage registrations, feedback collection, and assist with the Dance Leader Programme.

Steve: Monitor financials, allocate resources for the new initiatives.

9. Next Meeting

The next meeting will be held via Zoom on Thursday, 30th May 2024 at 5:00 PM.

10. Closing Remarks

Emily thanked everyone for their continued dedication to Dance4U's mission. The meeting was adjourned at 6:15 PM.