



Loxton Community Dance Club

Agenda

	MEETING ITEMS	ACTIONED BY
1	Meeting Details	
a.	Alison called to order the regular meeting of the Loxton Community Dance Club at 7pm on 24th Oct 2024 at zoom.	
2	Attendees	
a.	<p>Heidi Lewis conducted a roll call. The following persons were present: Heidi Alison Jade Apologies – Donna, Chelsea</p> <p>Previous minutes accepted by: Moved – Alison Seconded – Jade</p>	
3	Advertising / Marketing	
	<p>website</p> <p>Miss Jade created a website can, add tracking, after Heidi experience, it was decided that public facebook is no longer safe for our children and this way we can still reach the public and keep people up to date with current happenings of the club.</p>	
	Public Facebook Page - no longer active, decided as a committee after all our WWCCs.	
	minutes on website - folder created to put minutes into	

4	Fundraising / Grants / Sponsorship	
	Find out how to get access to the Mardi Gras funds	
5	Student Business	
	monthly roll - [REDACTED] left	
	entering attendance - check in again later	
	Surveys to be sent to families for feedback regarding concert - look at before the end of the term	
	invoicing setup - mention in the members facebook page that invoices will be out after concert	
	Look at student/class movement (after concert)	
6	Events Business	
	<p>Concert</p> <p>-raffle (reminders have been sent... to each team?)</p> <ul style="list-style-type: none"> Main raffle prize will be a one year scholarship to LCDC for student of winner's choice <p>-donations (email/message Kaitie? If she has a current list) Donna?</p> <p>-technician confirmed – will be at rehearsal and concert</p> <p>Onyx: for lighting</p> <p>Sound craft: for sound system.</p> <p>We can use, may need to practice at dress rehearsal</p> <p>No passwords for laptop, just press enter</p> <p>OBS camera program videoing (high school camera)</p> <p>-MC (Heidi) -microphone and podium?</p> <p>-Chaperones programs need to be printed lots A4 and A3 (Heidi)</p> <p>-break print room group posters (Heidi)</p> <p>-costumes - bring along to dress rehearsal, set up and leave</p> <ul style="list-style-type: none"> next lesson comp girls to size up and hand out club leotards. Novice to size up nude leotards next lesson. Costumes allowed for solos (if organised), if they don't have it ready can wear club leotard. Rehearsal (times) committee 11am, students arrive at 12pm stay till 2pm 	

	<ul style="list-style-type: none"> • -Concert (times) committee arrive at 12pm students to arrive at 2pm. Concert time start 3pm • -Chairs – need helpers to set up and re-do exam desks at end of concert • -PowerPoint Donna and Jade to look at, last slide will be the thank you's instead of announcing at the end. • -music organised • -Judi Heidi to keep Judi in the loop • -concert ads count down on the website, rehearsal on website, Jade will push on members page too <p>-</p>	
	<p>Light Up Night</p> <p>-Light Up Day will be held on Saturday 30th November and we have an opportunity for you to perform for 15-20 mins in front of the main stage either at 7.50pm or 8.10pm</p> <p>-looking into a stage</p> <p>-girls to wear club leotard (Jade to decide when to give leotards to girls)</p> <p>-comp teams to do 1 dance each (3 dances)</p> <p>-little write up of LCDC -</p> <p>-ask rock and roll club about dance floor</p> <p>-music 3 song on named USB (jade), Heidi to deliver to Sonya</p>	
	<p>concerns</p> <p>-with the times - have been updated on website</p> <p>-nude leotards is there enough for everyone? comp girls to order their own</p> <p>-novice can borrow a nude leotard</p> <p>-novice can wear jazz shoes if they like.</p>	
7	Teacher Business	
	Appointment of teachers Chelsea	
	discussion assistant teacher wage	
8	New Business	
	SA Sports vouchers - put an application – awaiting response – check email	

	Child Safe Environment Policy - all committee members are now qualified please be aware of policies regarding working with children and reporting – all on website and on GDrive files	
	G-Drive Access and organisation - updated to current committee members and organised, increased the drive storage (donation from Jade)	
	elders storage unit - hire for \$170 (Jade and Heidi to fill in forms Wednesday 30/10) try to set up before concert	
	accounts setup Heidi or Donna to export transaction report in .csv format so it can be emailed to the acting treasurer for the accounting program	
9	Correspondence / Documents	
	Quote - mirrors heidi has contacted riverland glass for another quote for different wall, yet to hear back	
	Emails [REDACTED] (costume fee) - Heidi to respond, don't pay for costume hire	
	meeting sue / rachel - storage in the small area by the side door	
10	Treasurer	
	october Transactions Summary viewed Jade creating monthly reports for review Jade to contact Accountant for auditing and review of last 3 months accounts	
	Are we tax deductible? Not yet. Jade will look into Registration application checklist and guide ACNC to apply for charitable registration. There are more policies and procedures that will have to be adopted	
11	Purchases for Approval	
	portable ballet bars x 4	
	quote for portable flooring (Jade)	

12	Meeting Closed	
	<p>Chairperson Name adjourned the meeting at 8:00pm.</p> <p>Minutes submitted by: Heidi</p> <p>Minutes approved by: Alison</p>	

Confidential

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]			[REDACTED]
	[REDACTED]		[REDACTED]	
	[REDACTED]		[REDACTED]	
	[REDACTED]		[REDACTED]	
	[REDACTED]		[REDACTED]	
	[REDACTED]		[REDACTED]	
	[REDACTED]		[REDACTED]	
	[REDACTED]		[REDACTED]	
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