

Ordinary board meeting - 11th of May 2019

Members present:

Nikolaj Mandsberg

Constantina Ioannou (Skype)

Maria Koutsoudaki (Skype)

Maria Gimenez Ribera

Lilian Mette Geese

Ane Pastor

Voting structure:

[For, against, abstain]

1. Board Members Attendance and Behaviour.

a. Responsibilities.

- i. *Create an ending "chill" party (dance cafe?) to recruit committed members for helping out. (b208-etheren)*
 1. *Send email to etheren and ask to book (MariaChair)*
 - a. *Friday 7th June (alternatively on the 5th or 8th)*
 2. *Contact the people who were in the general assembly and wanted to be committed. (Nikolaj)*
 3. *Make extraordinary GA on this date as well (Nikolaj)*
 4. *Send event in the dtu-dancing groups. (Constantina sends the advertisement for the shop -- get informed from Mariachair about the room*

2. Biannual

i. Evaluation/surveys

1. *Surveys are not distributed yet (MariaChair)*
2. *Good things: Photographer, decorations || place was okay || workshop was okay*
3. *Bad things: problems with microphone, problem gathering things afterwards, estimate of needed drinks, food was not good, lights was not good || decoration were not great.*
4. **Suggestion:** *Best to have a plan from before, Next time improve the light, Next time in the (Happy feet). Advertise in advance.*
5. *Return the trash-cans (MariaChair has done it)*

ii. Bi-annual volunteers - gift?

1. The volunteers have received free drinks at the bar

iii. We have received pictures from the photographer. Someone should post them instagram, facebook (Ane has done it)

3. Order food

4. Fall 2019 biannual

- a. To be held in November. Start organising on the next meeting.
- b. "Happy Feet Studio" suggested as location
- c. Keep Gorka but try new photographer also (Ane contact)
- d. Suggestion: cater, ask for food to be delivered

5. Surveys - (Maria - Chair send them out 12/5-2019)

- a. Zouk
- b. Regular classes
- c. Bi annual
(Send emails, and put on groups.) --

6. Introduction week - 27th August

a. Who will be there ? Intro week ?

Konrad and Ane will be doing 2 intro workshops: salsa and bachata

Laura can do swing in the second half of the workshops

b. Who will be there? Club fair? (Lilian and MariaChair will be there)

(It would be nice to ask about the intro week program and maybe suggest to place some dance workshops as part of the main activities like previous years)

Answer Email

1. Ask for a specific hour for dance class like previous years. (Lilian)
2. Contact PF and get more info (ask about a plan for the club fair and what we have to bring)

c. Budget?

- i. Flyers with classes, posters, healthy candy
- ii. 500 DKK

1. Vote: []

- d. MariaChair is attending the DTU sports representative meeting Monday the 13th of May 2019. She will talk to Henrik Voigt about the overlap with salsa classes and possibility of moving it to Monday.

7. Teachers agreement refinement

- a. Clarify policy regarding payment for workshops
- b. Regular lessons (12 lessons per semester) with the registered teachers and TAs
- c. Workshops in addition to the regular lessons (one per semester) (outside of the 12 lessons): 500kr are given to the teachers or the class to pay for an external teacher to make a workshop
- d. 2 types of workshops:
 - i. General
 - ii. Course specific (every workshop has to be approved by the board 6 days before it is executed)

1. Max 1 lessons can be replaced with course specific workshops where the external teacher can get 200 DKK per lesson replaced (if the expenses are higher than this amount, the teacher pays it her-/himself out of his/her remuneration) Vote:[3,1,2]jm,o
- e. Update the teacher document and send it before the beginning of next semester.
- f. Answer Christian and Laura (MariaChair send email.)

8. Mail from Std/Latin teachers

See 7.f

9. Booking rooms

- a. Set a responsible person to book rooms for classes and parties. (MariaChair will ask about this on the Monday meeting)

10. DTU Website development

- a. Write down the ideas and changes we want to see on the website before this meeting!! Link below. I am in contact with the web designer and he is waiting for our input to get started (plan is to have it all before next season) We need a budget for this also.

https://docs.google.com/document/d/1D_KMzWu9HzrjyNMxpDx1dXdq2_J-w0ZRBIRmU32nrN4/edit

Ideas: <http://www.cph-dance.com/> <https://www.broadwaydancecenter.com/>

Ane - what is the feedback from teachers? I asked during the team building, collected the answers and placed them in the doc. I need a bit more feedback from the board :)

B. Ane will send the document to the web designer and ask for the budget before we proceed

C. Lilian prepares the contract and sends it to Nikolaj for approval and then to Ane in the upcoming week.

11. Equipment

- a. DTU t-shirts: I have checked the boxes and we are missing the red ones we used to have from DTU dancing. Instead we have some old blue and white with some funny quotes..suggestions for making new DTU red t-shirts and give them to teachers to also advertise (Ane)
 - i. Maria designs a t-shirt - what is the progress?
 1. General t-shirt for all the members
 2. Personal t-shirt for the teachers. (maybe with the dance)
 - a. Test print T-shirt budget 300 dkk, Vote:[4,0,0]
 - ii. Give out the t-shirts we already have :) .-- did anyone gave them out? Are we gonna recycle them?
 1. Recycling (Lilian)

- b. Buy a new microphone
- c. Approving the spending of 1705 DKK on microphone equipment
 - i. Vote:[4,0,0]
- d. Music budget of 1500 DKK for bi-annual Fall 2019
 - i. Vote:[2,0,2]
 - ii. Contact Frank for more information about Apple music/iTunes (Access to the apple music during classes, Budget) (Maria K.)

12. Photoshoot

- a. What is the status? Pictures have been sent to the photographer. We will wait for the editing and notify the board once they are ready.
- b. Christian and Pernille will have another photoshoot session this month. Let them arrange it but the photographer needs to provide us with their 15 pictures.
- c. Talk about what to post, how to post the pictures
 - i. The photos will be uploaded to the drive for the board to see
 - ii. Website
- d. I think we need one person in charge of social media and promotion of the club..we are very few with many tasks
 - i. We need people to take care of being active during the summer : Constantina will keep the media active.

13. Classes and pictures

- a. Instagram: Collect pictures and videos from phones (also mentioned in point 10, we need someone in charge of all this) Konrad said he has one person in charge of the media in his class, maybe we should consider having volunteers for every class (since we cannot add board members).
 - i. Next season we will assign social media to someone to upload stories, pictures and videos to facebook and instagram (maybe the new board member, in collaboration with students that participate in the classes)
- b. Zumba: MariaChair will write to Zumba teacher in order to ask how she feels about her classes. Consider the option of getting a new Zumba teacher.

14. Access to DTU Dancing board members to the buildings

- a. During the weekends
 - i. Maria K. will contact DTU Sports

15. Plan for next season

- a. **Class schedule:** I think salsa wants to change days
 - i. Wait for the meeting on Monday
- b. **New website:** with new pictures and features

- i. Will start after we get the document approved (Lilian and Nikolaj)
- c. Workshop:** so far there are a few new ideas :)
 - i. Hip-hop (Laura suggested a contact last time)
 - ii. Jazz (my teacher from contemporary he is a professional dancer)
 - iii. Talk about this on the next meeting
- d. Classes for next semester**
 - i. Would Ane like to offer Bachata Advanced?
 - 1. MariaChair adds it as a question
 - ii. How was Zouk? Would people want to attend Zouk classes. Should we try?
 - iii. Teacher suggesting acro, contact impro, do we offer workshops? Not yet
 - iv. Teacher suggesting greek dances workshops? No
- e. Promo video for next season**
 - i. Get videos from the classes next week (Ane post about this)
 - ii. 1 minute video of each class of the teachers dancing to it (location up to the video person)
 - iii. Ane will ask for budget (it would be nice to film the videos during the summer)
 - iv. Get a new Drive to share with DTU Dancing members so that they can upload pictures.

16. Frank Assistant (Next Time)

17. AOB

- a. Buy new (locked) closet for the room**

18. Summary of tasks assigned to board members

Name	Tasks
Maria Chair	<ul style="list-style-type: none"> - Ask about Ethern availability - Distribute Surveys
Lilian	<ul style="list-style-type: none"> - Contact PF for more info about the intro week and club fair - Create the contact / payment agreement (for the website) - T-Shirt (recycling)
Maria	<ul style="list-style-type: none"> - Contact Frank for apple music - Contact DTU Sports for access cards - Upload Zumba/Belly dance pictures to file
Ane	<ul style="list-style-type: none"> - Website ask for budget and get things started once i get the contract/payment

	<p>agreement</p> <ul style="list-style-type: none">- Asks teachers to record classes next week- Ask teachers for descriptions for the website- Contact videographer for budget
Constantina	<ul style="list-style-type: none">- Create event for end of semester party- Social media
Nikolaj	