

**B.C. Square & Round Dance Federation Treasurer's Report
For Annual General Meeting – April 28, 2024**

As most of you already know, I had asked Norm Cox to find someone to take this position on for the coming year(s) as I have served as Treasurer for a number of years now. Earlier this month, he contacted me to advise that he was not having much success in finding a new Treasurer. After some discussion with my partner, Garry, we have decided to continue for another year – hopefully, that will give Dennis Sutton time to locate my successor. Please note that although I am named as Treasurer, I could not do this without the assistance of Garry Dodds – he is the one who maintains the entries in the program that is provided for our use – QuickBooks.

However, I feel that there is some streamlining that can be done in the interim to make the work involved with this position easier.

First of all, some of you may have noticed that you haven't received your Canadian Square & Round Dance Society membership cards yet. I did manage to produce the ones for Region 1 and some for Region 2 – but then I had a very severe muscle spasm in my back that kept me in bed for a week, and subsequently I had to limit the time I spent at my desk – which meant that I only had enough computer time for my paying job. I have finally caught up there, so I am hoping to still produce the balance of membership cards, but they will be very late.

Which brings me to my first motion:

THAT production of the Canadian Square & Round Dance Society membership cards is made optional at the sole discretion of the Treasurer.

These membership cards are also your proof of insurance; however, I have never been asked to show mine, and I have not heard of anyone else being asked to show theirs either. I do not believe that they are necessary – if I have time, I will print them next year but they are also an expense. I can request reimbursement of that expense from the Canadian Square & Round Dance Society, but I don't believe that these cards are still being produced in all the provinces. I am making enquiries from other Provincial Directors about what is being done in their provinces – so far, they are just keeping the membership listing that is required. I will continue my enquiries.

I have a couple more suggestions, which I will put in the form of motions:

THAT the Treasurer be authorized as the sole signatory on any cheques up to and including the amount of \$2,500.00; any cheques greater than that amount will still require two signatures with the authorized signatories being any two of the President, the 1st Vice President and the Treasurer; and that the Bylaws and/or Policies and Procedures of the Federation be amended if necessary to reflect these changes.

Garry and I had a discussion with the President of the Canadian Square & Round Dance Society and were advised that the Treasurer of the CSRDS can sign cheques up to \$5,000.00 – usually, only one cheque in a fiscal year requires a second signature. This would probably be true for our Federation as well – at this point, only the cheque to the CSRDS for membership is over \$2,500.00. Please note that I do not sit on any of the Committees that approve Grants or Bursaries – those Committees review the Applications and send them to me for payment. In addition, our books are reviewed on a regular basis and that review would very quickly catch any irregularities in the payments being made.

THAT the Treasurer be authorized to enquire whether the Community Account held at the Bank of Montreal can be permitted to accept and send e-transfers up to and including the amount of \$2,500.00, and eDeposits, and to make the above changes to the Account; and that the Bylaws and/or Policies and Procedures of the Federation be amended if necessary to reflect these changes.

This would make it easier for some payments to be made – currently, I use my own funds to pay some invoices that can be paid by e-transfer and then I reimburse myself. The audit trail is a lot cleaner if the payment can be made directly. I have also been asked by some clubs (in particular caller-run clubs) and organizations whether they can pay me by e-transfer (and some have even tried to do so!). The eDeposits would be useful for the times when I am having trouble getting to the Bank to do the deposit in person.

Report on Grants and Bursaries

Final Report on the Association Grant of up to \$5,000.00 – three were paid, totalling \$15,000.00 – this Grant is no longer available.

Final Report on Club Restart Grant of up to \$500.00 – 10 were paid, totalling \$4,336.51 – this Grant is no longer available.

Final Report on Class Advertising Grant of up to \$500.00 – 13 were paid, totalling \$6,500.00 – this Grant is no longer available.

New Dancer Class Grant of up to \$250.00 – 5 were paid in the 2022-2023 fiscal year, and 3 have been paid in this fiscal year, for a total of \$2,000.00.

Leadership Grants – 1 was paid in the 2022-2023 fiscal year, and 1 has been paid in this fiscal year, for a total of \$1,384.23.

Caller/Cuer/Leader Training Bursaries – 8 were paid in the 2023-2024 fiscal year, for a total of \$7,637.02.

No New Caller/Cuer/Leader Equipment Grants were paid.

It has been brought to the attention of the Executive that two Motions made and approved at a Board of Directors meeting held February 5, 2023 should have been presented at a General Meeting for ratification. This was overlooked, and therefore I have the following additional motions to make at this meeting:

THAT the British Columbia Square & Round Dance Federation Training Bursary be increased to a maximum of \$1,500 for new leaders (less than 5 years experience) and up to \$1,000 for experienced leaders in order to help dance leaders attend a recognized caller/cuer/clog dance program.

THAT a new Grant be created of up to \$500.00 for new dance leaders (less than 5 years experience) to assist in obtaining equipment and/or music.

Respectfully submitted,

Pat Zeeman
Treasurer, BC Square & Round Dance Federation