



ANNUAL GENERAL MEETING 2014/15
November 14, 2015 - 10:30 am-11:30 am
CADA-ON @ Dance Umbrella of Ontario
476 Parliament Street, 2nd Floor

Present: A. Acorn, M. Caldwell, C. Fellay-Dunbar, M. Filgate, A. Roberts, S. Lander, B. Stevenson

Staff: L. Taurins-Crawford

Regrets: D. Baskerville, L. Bramhill, C. Chambers, S. Mehra, O. Portillo

Members: A. Ehrhardt

Public: M. Garcia, N. Powell

1. Welcome and Call to Order

Meeting called to order by B. Stevenson at 10:45 am

2. Approval of Agenda

**Motion to Approve the Agenda for the 2014/15 Annual General Meeting on November 14, 2015:
Moved by C. Fellay, seconded by A. Acorn, Approved.**

3. Approval of minutes from 2013/14 Annual General Meeting

**Motion to approve the Minutes from 2013/14 Annual General Meeting: Moved by A. Ehrhardt,
seconded by M. Caldwell, Approved.**

4. Business Arising from Minutes

No business arising from minutes.

5. Chair's Report

Delivered by B. Stevenson

B. Stevenson thanks A. Ehrhardt, former Administrative Director, for the work she has done with CADA-ON and wishes her the best in her new position at Dancemakers. CADA-ON welcomes L. Taurins-Crawford as the new Administrative Director of CADA-ON. L. Taurins-Crawford interned with CADA-ON in Summer 2015 doing research towards the PSD, and has already made important connections within the dance community as a representative of CADA-ON.

This past year has seen CADA-ON continue to build on its organizational stability, actively engage and respond to its membership and continue to pursue key partnerships with other stakeholders in the dance milieu in Canada.

CADA-ON has undergone a simultaneous process of moving forward with new initiatives while continuing to strengthen our core mandate and values. This has allowed CADA-ON to continue to administer our programs and support our membership – pursuing our goal of building a strong

dance community through our focus on the status of the individual dance artist and working to empower and educate our members towards self-representation.

Accomplishments:

- Updated our three-year Strategic Plan to include the 2017/18 membership year
- Identified the Flamenco and Aboriginal dance genres as the next two communities to conduct Community Consultations with.
- Maintained our historical record high membership with over 200 members
- Strengthened partnerships with the Canadian Alliance of Dance Artists/West (CADA/West), Canadian Dance Assembly (CDA), the Dance Umbrella of Ontario (DUO), and Canada's National Ballet School (NBS)
- Maintained a responsive and dynamic presence online through the use of social media such as our Twitter account, Facebook page, blog, website, and e-news.
- Conducted research and created a report, *Research for a New Version of the Professional Standards for Dance (v. 4)* – an important first step in producing version 4 of the PSD.
- Created new materials for a fundraising drive that will be targeted towards both corporate entities and small business. This initiative will be implemented in 2016.
- Conducted outreach at many of the summer training programs and festivals this past summer, including: Pro Arte Danza, Peggy Baker Dance Projects and the dance: made in canada / fait au canada Festival

This past year we successfully maintained our new staffing model, with an administrative director and a membership coordinator. This new staffing model has allowed the organization be more efficient with its limited resources and to also communicate more effectively with our members. This model also allows for flexibility in hours for each staff member so as to accommodate the demands of CADA-ON as well as the personal schedules of our staff. We are happy to say that as the result of the amazing hard work of our past administrative director, Amelia Ehrhardt and our membership coordinator, Lesley Bramhill, the organization has never been stronger.

2014/15 saw the Training Subsidy Program (TSP) cap maintained at \$325. Due to the past record high use of the program along with our increased membership numbers it was decided to maintain our current program cap. An internal cap equal to the amount of the funding received for the program was put in place to ensure that CADA-ON can continue to deliver the program for all of it's members. This also ensures that the organization stays on a solid financial footing.

The progress of Version 4 of the Professional Standards for Dance (PSD) document continues to develop as we prepare to implement changes during the 2015/16 year. The findings from our two previous community consultations with the urban dance and African diaspora communities as well as the findings from our future community consultations will be incorporated into Version 4.

CADA-ON conducted a broad survey of both its membership and of current partner organizations and of general stakeholders in the dance milieu to begin the process of revising the PSD document to become a more inclusive living document. The report, "Research for a New Version of the Professional Standards for Dance (v. 4)" was compiled by Larissa Taurins-Crawford and will serve as a guideline and starting point for the revision of the PSD.

CADA-ON continued to initiate strategic partnerships this past year, strengthening its current relationships and seeking out new opportunities for collaboration. A highlight is the closer partnership with our sister organization, CADA/West. We were able to meet with Jessica

Wadsworth, Program Manager this Fall, at the CDA conference. This has led to more coordination and communication between the organizations and an exciting discussion about a national database of members to facilitate a more comprehensive TSP coverage across the country and to allow members to process their own TSP claims.

Also of note, CADA-ON will be embarking on a partnership with GMD Toronto, an organization that offers regular contemporary dance training, to offer a discount to all CADA members up front. This will be a pilot project commencing in early 2016.

In general this past year has been an excellent year for solidifying and clarifying CADA-ON's programs, partnerships and trajectory in the dance community. The organization is on a solid footing and has attracted a variety of dynamic and variously skilled individuals to the board. This past year was characterized by the sense that the organization has continued to do the work that enables CADA-ON to stride forward, creating a strong base from which to operate from. CADA-ON is a vibrant and responsive organization today and is in an excellent position to continue to serve and educate our members and to advocate on their behalf towards an equitable environment of best practices and self-representation.

6. Administrative Director's Report

Delivered by A. Ehrhardt (outgoing Administrative Director)

The 2014/15 year at CADA-ON was a year of much stabilization. After a tumultuous year in 13/14, we were happy in 14/15 to see the stabilization of many of our programs. We implemented several exciting new programs, including access to pro-bono legal consultation and a partnership with Canada's National Ballet School offering free rehearsal space. Our membership numbers continued to climb, reaching 240 by the end of the year, a total increase of 10%. Thanks to the dedicated work and conscientious leadership of the Board of Directors, CADA-ON continued to increase in capacity and numbers.

Membership

2014/15 Final		%	Compared to 2013/14	
Total # of members	240		217	
New members	53	22%	57	26%
Renewals from 2014/15	187	78%	148	68%
Category Breakdown				
Professional Artist	133	55%	134	63%
Emerging Artist	92	38%	69	30%
Associate	13	5%	14	7%
Lifetime	2	.01%	2	.01%
Geographical Breakdown				
Members in Toronto	173	72%	159	73%
Members in Ontario	233	97%	209	96%
Outside Toronto	67	28%	58	27%
Out of Province Members	7	.03%	8	.04%

2013/2014 was a record year for CADA-ON, after reaching 200 members for the first time, and the rate of growth we experienced in 2014/2015 matched what we saw in the previous year. Membership grew exponentially, seeing a 10% increase. An active Board-based Membership Committee has been working towards seeking new members for CADA-ON, as well as engaging lapsed members from previous years. Invigorated by the growth we have seen recently, we are working harder than ever on retaining and re-engaging former members. This includes outreach events, personal solicitations and deeper discussions about CADA-ON and its role in the community. Additionally, the value of having a dedicated membership coordinator is particularly apparent with this second year in a row of a drastic increase in membership.

We were happy to see an increase in members from other regions of Ontario this year and feel confident that our continued efforts towards this goal will help continue to increase that number. Our outreach activities in Hamilton and London helped build on that momentum. With the addition of Ottawa-based Board Member, and former Administrative Director, Chrystine Willams to the board, we were able to have an in-person reach more consistently than with our typical occasional outreach activities based on travel schedules.

We are currently at 230 members for the 2015/2016 year.

Training Subsidy Program

	2013/14	2014/15
Total Eligible Members	198	227
# of Participating Members	120	172
% of Participating Members	61%	76%
Total Reported Artist Spending	\$63,768	\$75,707
Average Reported Artist Spending	\$531	\$440
Total CADA-ON Disbursement	\$30,782	\$36,545
Average Disbursement	\$256	\$212
Cap	\$325	\$325

In 2014/2015 TSP usage increased dramatically, as did artist spending, at nearly a \$5,000 increase from 2013/14.

CADA-ON disbursed \$36,545 in training disbursements, which is more than \$5,763 more than last year.

Professional Standards for Dance, PSD

In 2014/2015, we engaged the assistance of workstudy student (and now current Administrative Director) Larissa Taurins-Crawford to help us in our planned PSD overhaul. Alongside Board Co-Chair Michael Caldwell, a series of focus groups were conducted and an online survey was disseminated to the community to ascertain the on-the-ground level of engagement the community has with the PSD. What works? What needs changing? How could this be a better tool for your dance practice? These were the questions we were interested in when we began the process. We were thrilled at the level of engagement with these inquiries, with 78 survey respondents and 7 focus group participants lending their valuable opinions to our research. Our next steps are to consolidate this information into a long-awaited Version 4 of the PSD. Our goal is to make the document more accessible and useable in real-life situations, and to update the fee payment charts based on feedback and inflation.

Two new programs introduced

In 2014/2015 we were thrilled to introduce two exciting new programs for our members. The first was pro-bono legal consultations offered by Independent Barrister Irma Sirvinskaite. This program offers CADA-ON members up to 10 hours a month of free legal consultation. Sirvinskaite specializes in copyright and entertainment law and her services are extremely relevant and useful for our membership. The second program is access to free studio space during non-peak hours at Canada's National Ballet School. Subsidies for studio rentals are something we often get requests from the membership for, and while we have not been able to offer it in the past, we are thrilled for the steps towards this goal that this program is able to offer. Members can access studio space between 8-10 PM on weekday nights, weekend afternoons and evenings, and longer periods during school holidays.

L. Taurins-Crawford looks forward to continuing the work that was achieved in 2014/15 into the 2015/16 year.

7. Treasurer's Report

Delivered by A. Roberts

Please see the draft audited financial statements.

CADA-ON has received draft audited financial statements for 2014/15. We are in a break even position. There was an adjustment of the unrecoverable HST, which dipped into any potential operating surplus that was projected. There may also be some membership revenue that was allocated to the wrong year: 2015/16 instead of 2014/15. This is being currently being reviewed and confirmed. It is a difference of a few hundred dollars. The audit will be finalized as soon as this is completed.

Motion to accept the draft audited statements as presented, pending the adjustments recommended by the Auditor: Moved by M. Filgate, seconded by A. Acorn, accepted.

8. Appointment of auditor

The Treasurer recommends Barbara Scott to be appointed as the new auditor for 2015/16.

Motion to approve Barbara Scott as the new auditor for 2015/16: Moved by C. Fellay-Dunbar, seconded by S. Lander, approved.

Maura Garcia, member of the public and director of Maura Garcia Dance in the United States, joined the meeting at 11:10 am.

9. Approval of amendments to bylaws

Presented by B. Stevenson and M. Caldwell

The following edits are proposed to the CADA-ON bylaws:

II-03.

"The Alliance will adopt the definition of professional artist from the Canadian Artist Code"

M. Caldwell and A. Roberts suggest that CADA-ON define professional artists by the guidelines set by the Ontario Arts Council, rather than the Canadian Artist Code. All in agreement.

III-04, a.

"All applications for membership... will be made in writing on forms provided by the Alliance"

M. Caldwell: We should clarify that electronic, fillable forms are also valid.

III-04 d.

"All members will receive a copy of the by-laws, when they become members"

M. Caldwell: Clarify that access to the members only section of the website constitutes receipt of these by-laws.

III-05 c.

"We must send a 14-day notice to the general membership regarding the AGM"

M. Caldwell: The section talks about 'address' and we should clarify 'email' as an option.

III-05 d.

Just for reference: Quorum is 8 for the AGM.

IV-01 b.

There are some spelling mistakes that need to be cleaned up.

IV-01 c.

"The Board may appoint an Executive Director who shall be responsible..."

M. Caldwell: We no longer have this position. We should change to 'administrator(s)' with a lower case, so that we may hire any staff under any title, and more than one, if desired.

IV-02 a.

We can have a board with 3-10 people.

M. Caldwell proposes 3-12 board members. The positions are labeled as "Chairperson, Vice-Chair, and Secretary/Treasurer". There is no written provision to have "co-chairs" - a consequence of the ON Form 1 requirement to have a vice-chair.

M. Caldwell thinks that lumping Secretary/Treasurer together is problematic - we should mirror the three positions that are required on ON Form 1.

L. Taurins-Crawford confirms that the positions required as per Form 1 are: President, Secretary and Treasurer.

M. Caldwell: We can only elect board members at regular board meetings (not the AGM) if there are vacancies.

IV-02 b.

The board can be comprised of no less than 70% Professional/Emerging Artists, and no more than 30% Associate/Dance Student.

M. Caldwell: Remove the 'Dance Student' member section, as it is not currently used. Suggests 70/30 as a new ratio.

Ehrhart states that she thinks it is important to keep it artist-run. B. Stevenson agrees that the term 'artist-run' is used often in our grant applications and promotional material, so he also feels it is important to keep the percentage of artists high. A. Roberts proposes 60% Professional/Emerging artists, and 40% Associate/Dance student. All in agreement.

V-02.

For reference: Each board member must attend 75% of the yearly meetings.

V-05.

Conference calls are good for quorum at meetings, we should add a provision about Skype and other kinds of technology. All agreed.

V-07.

For reference: Quorum at regular board meetings is currently at 4 members. Suggest quorum should be changed to 3 members or 50% of the board. All agreed.

VI-01.

The position of Secretary/Treasurer can be split into two, but all four positions have to be named. "Chairperson, Vice-Chair, Secretary, Treasurer" There is currently no provision for unnamed executive officers, or members of the executive committee. A. Roberts states that as long as the bylaw says that we can create a vice chair or co-chair, it will be fine. B. Stevenson suggests the amended bylaw include the following: "If the activities of the alliance warrants, the Board may appoint other members of the executive committee at their discretion."

VI-02.

For reference: An executive officer term is 1-year, and each position can only be held for a max of 3-years.

VI-07.

States that the Secretary keeps the meeting minutes. The wording needs to be changed to reflect that the Secretary can appoint someone else to record the minutes, so long as the Secretary is ultimately responsible for them.

X-03 b.

For reference: The Chairperson and Treasurer are the only two positions required to be signatories. The board may appoint others to be signatories as well.

XII-01

All by-law changes have to be filed 30 days in advance of the AGM.

Motion to approve the amendments of the bylaws, pending written changes as proposed by the Secretary: Moved by M. Filgate, seconded by A. Acorn, approved.

10. Presentation and approval of the Board Slate

B. Stevenson invites the nomination of new board members. B. Stevenson would like to nominate Natasha Powell. N. Powell is an administrator, dance artist and producer who will be a great asset to the CADA-ON Board of Directors. B. Stevenson states:

“I have known Natasha both personally and professionally for many years and it is with great confidence that I nominate her to the CADA-ON Board. Natasha brings a wealth of experience as an administrator, producer and artist in the dance community to the table. I believe that her intimate knowledge of the many aspects of the business of creating and producing dance will be an asset to the board and that she be a valued and dedicated board member.

N. Powell is happy to accept this nomination as a board member. She wants to be part of something that can put her thoughts regarding the dance community into action.

B. Stevenson proposes A. Roberts as the new Chair/President of the CADA-ON Board of Directors.

M. Caldwell reminds the Board that because S. Mehra and N. Powell are not currently registered as members of CADA-ON, they cannot be voted in as part of the board slate at this present time as current membership is a bylaw requirement. They can be voted in at the next director’s meeting.

B. Stevenson proposes the following Board of Directors slate for the 2015/16 year, pending the addition of S. Mehra and N. Powell:

Andrea Roberts (President)
Slade Lander (Treasurer)
Catalina Fellay-Dunbar (Vice-Chair)
Mairéad Filgate (Secretary)
Amanda Acorn
Danielle Baskerville
Chrystine Williams
Ofilio Portillo

Motion to the approve the Board of Directors slate for 2015/16, pending the addition of S. Mehra and N. Powell: Moved by C. Fellay-Dunbar, seconded by M. Caldwell, moved.

B. Stevenson reflects that, over his term on the Board of Directors at CADA-ON, it took awhile for the organization to come to a place that it could be stable and responsive to the needs of the dance community. It was an exciting process to be a part of. He notes the positive, motivated energy of the organization now, and is thankful for his term serving CADA-ON. He thanks M. Caldwell for his service on the board of CADA-ON for the last six years.

M. Caldwell thanks Brodie for his service to CADA-ON as well. He reflects that the last six years at CADA-ON were largely about adjusting to a new model from the previous structure of a full time executive director. He feels that the organization has achieved a lot in that time and is now in a

sustainable position. He greatly enjoyed being instrumental in making these changes happen, and feels positive about leaving the organization at this point, when good systems are in place. He thanks CADA-ON for the opportunity and experience.

11. . Other business & open forum

M. Caldwell has had a conversation with Timea Wharton at the Toronto Arts Council regarding a possible collaboration on some workshops. Additionally, M. Caldwell suggests that CADA-ON consider the Toronto Arts Council multi-year funding this year. A. Roberts and L. Taurins-Crawford will follow up on both of these items.

Maura Garcia, member of the public, talked about her company and how she found out about CADA-ON. She is visiting from the United States, where she runs her company Maura Garcia Dance. She is in Toronto for a festival. She found CADA-ON through Olivia Davies (board member of CADA/WEST), who brought up CADA/WEST's rate guidelines when negotiating a contract with her. Maura decided to attend this AGM because she wanted to find out more about what we do, stating that she doesn't know of a similar organization in the U.S. She will follow up with L. Taurins-Crawford to continue a conversation around this.

12. Adjournment

Motion to adjourn the 2014/15 AGM: moved by A. Ehrhart, seconded by M. Caldwell, adjourned at 11:38 am.