

Minutes of HSRDC 1st Quarterly Meeting 2009

Garden Oaks Baptist Church

January 24, 2009

The meeting was called to order by HSRDC 2008 President Gaylene Bynum at 4:35 PM.

Pledge of Allegiance by all followed by invocation by Tom Welker.

Secretary Jim Lambert stated that a quorum of 8 or more clubs is present.

Secretary report: Moved, Seconded, and Passed (MSP) that minutes of the 4th Quarterly meeting are approved with one spelling correction.

Treasurer Report: Pierre French presented the 4th quarter and 2008 year-end treasurers reports. Summary reports were distributed to those in attendance and detailed information was available in the treasurer's notebook. MSP to accept the report.

Induction of 2009 Officers: 2008 HSRDC Presidents Ralph and Gaylene Bynum, in a brief ceremony, inducted Bob and Joanne Wilson as 2009 HSRDC Presidents. Bob and Joanne Wilson introduced the other members of the Board and performed a brief induction for each position. The list of Executive Board officers is published in the "Where 'N When" and also posted to the HSRDC web site.

Joanne Wilson introduced the 2009 District Directors and Appointed Officers and officially installed them. A list of District Directors and Appointed Officers is published in the "Where 'N When" and also posted to the HSRDC web site.

Report of Texas State meeting in Corpus Christi – Jim Stevens reported on the TSFSRD meeting in Corpus Christi. See Attachment A.

Officers Reports:

Chaplain: Tom Welker reminded us that when club members are sick or have died, it is usually appreciated if HSRDC sends a card. If a card from HSRDC is desired, please remember to notify Tom Welker as no card will be sent if he doesn't know. Tom Welker also needs a good addressee name and address

IRS liaison: George Walker gave his annual IRS reminders with 2 items most important: 1. Each Club must submit Form 1099 for every caller and cuer receiving over \$600. This is very important so don't screw that up. 2. Every club also has to submit a form 990N. This is an e-post card available on-line. George Walker's complete IRS advice is contained in Attachment B. Call George Walker with questions.

Exhibitions: Exhibition Report by Dorothy Carroll, see Attachment C

Friendship director: Friendship Report prepared by Oscar & Suzi Aleman, see Attachment D

Old business

TSFSRD Insurance – State has clarified the requirements for submittal of membership lists and sending in insurance premiums. Premiums to the State are based on the August 1 membership list. No premiums need to be submitted when additions to the membership list are made during the year and no refunds are made when there are deletions from the membership list. Membership lists should be kept up to date as much as practical; the Council suggests a minimum of three times a year with one submittal associated with new class formation. Students should be added to the list soon after Fun Night but no premiums are due until the next August 1. As usual, see Cindy Markos for claim forms or Certificates of Insurance.

New business

Audit committee 2008. Dave and Vicky Wills, assisted by Paulette and John Brown, will audit the 2008 financial records.

Council Visitation Schedule – Frank Kosub presented the Council visitation scheduled which is posted on the web site. Clubs are encouraged to recognize the HSRDC officers at your club dances so people know who we are.

Council Sponsored Dances:

President's Ball hosted by Cypress Swingers and Frontier Squares, January 31, at Garden Oaks Baptist Church.

The Texas Po' Boys, hosted by Houston area singles, February 18, at Garden Oaks Baptist Church. The dance is for the enjoyment of all dancers, not just singles.

Teen Scholarship Dance. This dance is part of a fund raising activity benefiting Texas Teen scholarships. Tax deductible donation forms are available on the HSRDC web site. Clubs are encouraged to solicit their members for donations, even if donors don't attend the dance. IRS rules require a receipt of cancelled check or signed donation form for proof of donation. Note: the Texas Teen Scholarship fund is a separate organization from the Texas State Federation. Carolyn Smith reminded everyone that it is vitally important for teens to get their application for a scholarship in on time.

Lifetime Achievement Award – Frank Kosub presented a proposal for a Lifetime Achievement Award to be presented by HSRDC. During discussion, several tweaks to the proposal were suggested. MSP to accept the amendments and MSP to accept the amended proposal. The proposal, as amended is contained in Attachment E and is posted on the web site.

Friends of HSRDC – Bob Wilson presented a proposal to create a category called Friends of HSRDC. In recognition that several dance organization in the Houston area either cannot or do not wish to comply with the rules for membership in HSRDC, this new category will allow HSRDC to recognize these dancer organizations as part of the HSRDC 1st Quarterly Meeting 2009

greater Houston dance community, without requiring membership status. MSP that the Friends of HSRDC proposal is accepted. The proposal is included as Attachment F and is posted on the web site.

Update to Bylaws – Bob Wilson and Jim Lambert presented a proposal to update the By-Laws. The updates are intended to remove internal inconsistencies, add clarification, and update the document to reflect current policy of HSRDC. A summary of the updates are attached as Attachment G and a full draft of the updated By-Laws are posted on the web site. Discussion centered on the terms “not-for-profit” and the use of “incorporated”. MSP to accept the proposal with resolution of these two discussion topics. Final approval and adoption of the updates will take place at the next Quarterly meeting.

Doing Something Good - J Frank Davis presented what Bluebonnet Squares did to make the Wayne Morvent 50th anniversary dance a success. The presentation is attached as Attachment H.

Next Quarterly Meeting, Saturday, May 2, 2009, at Hangar Squares, 3 PM, followed by Hangar Squares Jubilee.

3rd Quarterly Meeting to be held Saturday, August 1, 2009, prior to Frontier Squares Luau.

4th Quarterly Meeting to be held Sunday, October 25, 2009, in conjunction with the Hoe-Down

Respectively Submitted,
Mary Rich and Jim Lambert,
HSRDC 2009 Secretary

Attachment A: Texas State Federation of Square and Round Dancers Report

NOMINATING MEETING
JANUARY 9 & 10, 2009
CORPUS CHRISTI, TEXAS

Dance Friday 1/9—caller—Jerry Rash; cuer—Marilyn Waguespack

Business Meeting, Saturday, 1/10/09, 9 a.m.

- Approved change in bylaws and constitution—now reads “a meeting during Festival” instead of “Sunday meeting following Festival”.
- Nominated the following officers for 2010
President – Preston and Carolyn Smith from Houston Square & Round Dance Council
Vice-President – Howard and Sandra Rowan from East Texas Square & Round Dance Association
Secretary – Jon and Veronica Steffens from Austin Square & Round Dance Association
Treasurer – Wayne and Micky Daniels from Alamo Area Square & Round Dance Association
- Received bid for 2010 Nominating Meeting to be hosted by Golden Triangle, Beaumont, January 15-16, 2010.
- Received Intent to bid from Texas State Campers Squares for the 2011 Conclave
- Heard invitation to attend the 2009 Conclave in Lubbock.
- Heard reports from various appointed officers and committees, including a report from the Bid Committee to Host the 2016 National Convention. This committee is chaired by Gene and Clydette Osteen.

Dance, Saturday, 1/10—caller—Fred Goynes; cuer—Marilyn Waguespack

Attachment B: IRS Liaison

REVISED TAX GUIDE for HSRDC DANCE CLUBS

(Revised Jan 2009 – Previous editions are obsolete)

TO ALL CLUB PRESIDENTS AND TREASURERS:

You are reminded that your club may be required to file the following tax forms by the dates indicated. Your club is required to file these forms even though you may be part of the HSRDC group exemption. The HSRDC exemption exempts your club from paying federal income taxes. It does not exempt your club from filing required tax forms in a timely manner

WARNING: Even though your club may be tax-exempt, there are very steep IRS financial penalties both for failure to file required forms and failure to file on time!

IRS FORM 8822 (Change of Address): If your club's mailing address has recently changed (as a result of elections, for example), your club is required to file IRS Form 8822 (Change of Address) with IRS as soon as possible.

IRS FORMS 1099-MISC and 1096: Your club is required to file IRS Form 1099-MISC for each caller/cuer to whom it paid \$600 or more during the past year. These forms should reach the effected callers/cuers by January 31st of this year, with copies to IRS (together with Form 1096 cover sheet) by February 28th.

IRS FORM 990 or IRS Form 990-N (e-Postcard): Effective with tax returns for tax year 2007, every tax-exempt organization must file some version of IRS Form 990 every year. Those who do not file a form 990 for three consecutive years will lose their tax exempt status. The instructions for these tax forms are on the reverse of this document.

WHERE TO GET TAX FORMS: You can pick up tax forms at any of the four local offices. These offices are located at:

12491 Interstate Highway 45 North

1919 Smith Street (1st Floor)

8876 Gulf Freeway, Suite 300

8701 South Gessner (1st Floor)

You can also get tax forms by mail by calling 1-800-TAX-FORM (1-800-829-3676).

Finally, you can get some forms (such as Form 8822) on-line at www.irs.gov.

IRS FORM 990 and IRS Form 990-N (e-Postcard)

Effective with tax returns for tax year 2007, every tax-exempt organization must file some version of IRS Form 990 every year. Those who do not file a form 990 for three consecutive years will lose their tax exempt status.

There are three versions of IRS Form 990: Form 990, Form 990-EZ, and Form 990-N (e-Postcard)

No matter which version of IRS Forms 990 your club files, it is due to IRS by the 15th day of the 5th month following the tax year in question. (e.g., for organizations whose tax year is the same as the calendar year, IRS Forms 990 for the year 2007 are due on 15 May 2008. Most HSRDC club's tax years run from 1 July – 30 June, so their Forms 990 are due on or before 15 November.)

If you have a question about your club's tax status or its tax year, call the IRS toll-free at 1-877-829-5300. You must be a club officer to get information about your club from IRS.

Chapters whose average annual gross income (from all sources, including dues) is \$25,000 or more (averaged over the past three years) must file Form 990 or 990-EZ. This requirement has not changed since last year. (The requirements for filing these forms are complicated, as are the forms themselves. I recommend you get professional tax preparation assistance if your club's gross income during any of the past three years was \$25,000 or more.)

Chapters whose average annual gross income (from all sources, including dues) is *LESS* than \$25,000 (averaged over the past three years) must file Form 990-N (e-Postcard). This is a new requirement.

Even though they call the 990-N an "e-Postcard," there is **NO PAPER FORM**. It is all handled on-line. Here are the instructions:

1. Only one representative from each club should file (preferably a club officer who knows the club's Employer Identification Number - EIN, legal name, and mailing address).
2. With your club's EIN handy, go to website www.irs.gov/eo.
3. Click on "Annual Electronic Filing Requirement for Small Exempt Organizations - Form 990-N (e-Postcard)." There you will find the instructions you need to file Form 990-N for your club. The process is simple and should take about half an hour.

Attachment C: Exhibitions

Sat & Sun, Nov 8 & 9, Armand Bayou Nature Center

Saturday caller Garland Smith; dancers: Dee and Jim Stevens, Bev & Jack DeMoss, Joe Todaro, Billy Fuller, Marilyn Quartaro, Murial Kuykendall, Dorothy Carroll.

Sunday caller Carol Teal; dancers: Art Adair, Carolyn Lavender, Dee & Jim Stevens, Joe todaro, George Wieland, Bill Teas, Billy Fuller, Doni Crocker, Jamie Crocker, Kirby Bill, Dorothy Carroll.

Wednesday, December 10, Wyle Integrated Science and Engineering Group, NASA, Big Dance Texas Hall, 803 E. NASA 1. Garland Smith calling. Square dancers assisted by Syncopation Cloggers. We danced up a SNOW.

Dec 13, The Galloway School, 3200 W Bay Area Blvd. Jay Flowers calling, Square dancers and Syncopation Cloggers.

Dec 14, First Baptist Church, Katy. Dress rehearsal Wed Dec 10. Need Caller and dancers, live orchestra. Jo Ellen and Jim Rich have sheet music for Caller.

Exhibitions Requests for 2009:

March (date TBD) a Friday night about 11 or 11:30 International Bridge Players Convention. We did this several years ago at the Galleria Hotel, probably be same location, will advise when determined.

April 18 San Jacinto Festival @ San Jacinto Monument. Dance time usually 10:00-2:00.

Libby Nelson, Ass't Branch Librarian @ West University Library asked for a square dance exhibition for the Children's group Wednesday July 15 @ 3:00 pm. She has secured the use of the building next door as library floor is carpeted. Library address, 6108 Auden, Houston 77005. She would like to have us teach them some basic steps. According to ages, for instance if they are predominantly pre-schoolers, about the best we can do is teach them the Birdie dance. Since this is during summer vacation, there may be some elementary age kids, will just have to play it by ear.

March (date TBD) a Friday night about 11 or 11:30 International Bridge Players Convention. We did this several years ago at the Galleria Hotel, probably be same location, will advise when determined.

April 18 San Jacinto Festival @ San Jacinto Monument.

August (2nd or 3rd week-end) DANCE HOUSTON, Cullen Theatre in Wortham Center. This will be on a week-end night and will require a dress rehearsal prior to performance date. Will advise details as available. Theatre stage will accommodate two squares of dancers.

November (7 & 8 ?) Martyn Farm Fall Festival at Armand Bayou Nature Center, Bay Are Blvd near Red Bluff Road. Sat & Sun 2:00-3:00 pm each day.

Thank you, will appreciate your help for any of these exhibitions, Dee Carroll

Attachment D: Friendship

Report for December 2008 and January 2009:

120 -- Harold Fesler	Blue Bonnet square
160 -- Preston & Carolyn Smith	Camping Squares & Bob's Best
160 -- Katherine Moore	Blue Bonnet Squares
160 -- Betty Mullins	Blue Bonnet Squares
680 -- Jerry & Nanette Tucker	Fairbees

Attachment E: Lifetime Achievement

Lifetime Achievement Award

Cultural Recognition Honor

The Award The Houston Square and Round Dance Council will recognize those individuals or couples that have provided long term, outstanding leadership and continued dedication to dancing. These individuals/couples have achieved definitive leadership in their dancing field and, over the span of their lifetime, have indelibly contributed to the advancement of folk dancing. An important consideration is the degree to which their influence is multiplied through others to affect the field of folk dancing far beyond their direct contribution.

A belief that an individual or couple is part of a community of perseverance of folk culture (square dancing, round dancing, clogging, and contra), and a common purpose defining ourselves as an organization that make these events meaningful. We include traditional music from many cultures and prove again and again that our common roots are more powerful than the common mistakes we make trying to coexist. If we are to make these events meaningful; if we are to give true lifetime achievement honor...; we must understand that it is not merely enough to create a plaque, to create an event. Because whether we survive as an organization, as a community, as a world, will not be determined by whether or not one or another of us did what we did in a short time here, but rather how well we learned from these examples, and how well we teach by our own.

Eligibility

- Individuals or couples with twenty years combined leadership and dancing in an HSRDC member club are eligible.
- Eligible members would include dancers, square dance callers, round dance cuers, and clogging and contra leaders.

Nominating Process

- Individuals or HSRDC member organizations provide a detailed written nomination to HSRDC president of the proposed candidates.
- Nominations can be made at any time and are not connected to any particular activity or event
- The HSRDC President polls knowledgeable individuals and/or HSRDC member organizations for support of the nomination.

Approval Process

Unanimous approval by the Executive Board is all that is required to authorize the issuance of a Lifetime Achievement Award. .

Presentation Process

The Executive Board will present the Lifetime Achievement Award at the next major dance for which the recipient would normally attend. The dance can be club or Council sponsored.

Attachment F: Friends of HSRDC

Proposal: "Friends of HSRDC"

Whereas a number of square dance, round dance, clogging and contra organizations in the geographical area encompassed by HSRDC are:

1. Not members of HSRDC
2. Unable and/or unwilling to join HSRDC due to restrictions by HSRDC, TSFSRD, their sponsoring organizations or any other reasons;

Whereas among HSRDC's aims and purposes is to educate and perpetuate American Folk Dancing in all its forms; it is proposed to include a space in the Where N When which would provide a listing of these organizations with their dance night & time, contact information and dance location. This listing would be titled "Friends of HSRDC" and organizations would pay a \$25 annual fee to be included in this listing. There would be no restrictions on who could be included in this listing except that they must be a dance organization.

Footnote: Organizations to be solicited to be included in the Friends of HSRDC at the time of this proposal include but are not limited to:

Swinging Seniors – meets Tuesday mornings at Pasadena senior center

Zigzags – an A2 group that meets Wednesday evenings

Sunday Stylers – round dance club

Wagarounds – round dance club

Carousel #128 – round dance club, Crosby

Wayne & Tony's DBDers – DBD group

Carousel #228 – round dance club

The Spirits – exhibition group

Traditional Dance Society – a contra group

Dean Crowell's – beginning square dance group

Brice Hesche's – beginning square dance group

Miscellaneous clogging groups

Attachment G: Summary of By-Laws Updates

Summary of Significant Updates to the By-Laws

1. Updates remove internal inconsistencies, add clarification, and update document to reflect current policy of HSRDC.
2. Added annual dances and newsletter, W'N'W, to purpose of Council and duties of Executive Board.
3. Added duties, term of office, and election of District Directors.
4. Deleted reference to Past Presidents' Committee.
5. Added an exception that the Editor of W'N'W may receive compensation.
6. Greatly simplified the terms and conditions of membership. Detailed procedures for applying for membership and limits on size of clubs are being moved to Rules of Order.
7. Deleted the clause that clubs may carry their own insurance.

Attachment H: J. Frank Presentation

RECIPE FOR ALPHABET SOUP IN ORGANIZING

SPECIAL SQUARE DANCE EVENTS

Outline of Presentation to HSRDC Quarterly Meeting

January 24, 2009

Start with the ingredients in the recipe:

5 – W (What, Where, When, Why and Who). The Why is to gain needed support from the square and round dance community. The Who is to 1) set the communication target attendees for the special dance and 2) sort out Who should be asked for Support.

4 – C (Communicate with club, Communicate with those in normal channel, i.e. HSRDC, Communicate with those not in normal channel i.e. SHSRDA and Independents and Coordinate activities

5 – T (Tell them what you are going to Tell them, Tell them and Tell them what you Told them). This takes at least three steps three different times..

4 – P (Plan, Pause, Plan, Promote). Need an initial plan to start Communication process of What, When and Why. Next, need to Pause to estimate potential attendance to decide on Where, plus other details such as food, Supplies, guest caller(s), total cost estimate to set price. Then prepare final Plan to continue the Communication process to Promote all identified persons, places and methods.

2 – S (Support is invaluable to reach all dancers and consideration of any unusual Supplies is required to make sure all goes well at the event)

1- L (Leader) to stir the Alphabet Soup and keep the process boiling by obtaining people to fulfill duties, answer questions, monitor work assignments, stay on top of

events that might have an influence on outcome such as Promotion and stay on top of expenditures and potential income, plus be the flywheel to keep momentum going to make it happen right..

Next, tell the story of MGM outlining how the Alphabet Soup was prepared and served:

- Asked Wayne if he wanted a big event to celebrate his 50 year anniversary as a Caller, including getting a national Caller of his choice to call with him
- June 2007 Club annual meeting got approval from Club to do event and a \$1000 budget
- Requested volunteers to serve on committee
- Asked one additional couple for their insight and balance
- Wayne wanted Mike Seastrom
- Mike's only time available was April 19, 2008 so date was set, i.e. When
- Started the Communication process by developing an acronym – MGM (Morvent's Golden Moment) - to facilitate communication
 - o Developed a list of Who would likely attend, including those in SHSRDA and DBD group in Houston
 - o Sent initial notices of event to HSRDC and SHSRDA
- Initial estimates were made for attendance, that had a wide range
- Decided to serve meal
- Bluebonnets normal dance hall was judged to be too small, so started to look for a larger place
- Found a great one at a church but were finally turned down ostensibly due to income tax conflicts
- Attended 50 year celebrations for James Martin, Wade Driver and Hubert Kerr to congratulate them and gain knowledge.
- Made a final attendance estimate based on comparisons of how many Bluebonnet Event would draw versus other celebrations
- Decided on Square Dance Center despite problems with serving food.
- Developed final Communication Plan with times and schedule
 - o Prepared a Flyer and schedule
 - o Had 500 copies printed
 - o Later had another 300 copies printed
 - o Developed names and addresses of Club Presidents and Club Callers in HSRDC and HSRDC
 - o Developed a communication page for Bluebonnet website
 - o Sent flyer to all Presidents and Callers with request to promote MGM
 - o Prepared a Visitation Schedule starting second week in January 2008 with one per week until mid April
 - o Asked Bill and Kay Lewis and Bill Siros to promote MGM in Southeast Houston and Alvin Area
 - o Asked King Caldwell to promote MGM in Lake Charles area.
 - o Asked Carolyn Morvent and Fred Jones to promote MGM in Beaumont area
 - o Asked Trish Tomes, Bluebonnet co-President in 2008 to promote MGM at Circle Squares and SHSRDA in general.

- o Asked Pat Vanderboom, former Bluebonnet member, to promote MGM at Circle Squares
 - o Asked each Bluebonnet member to promote MGM every time they visited another club
 - o Put Flyers at Conclave held in South East Houston
 - o Put Flyers at Texas Stampede in Dallas
 - o Put Flyers at Sausage City Festival in New Braunfels
 - o Put Flyers and promoted MGM at Spring Jubilee in Livingston
 - o Put MGM on Bluebonnet ad in Where-and-When each month starting in January 2008
 - o Put a special MGM ad in Where-and-When in March and April 2008
 - o Developed a dangle for MGM and sold 100 of them as advertisement starting in January
- Developed a meal plan with recipes and a shopping list
 - Developed a signup sheet for Bluebonnets to prepare food items
 - Developed a work list for Bluebonnets and DBD group at dance itself
 - Developed a plan for gifts and presentations at Celebration ceremony
 - Mary Lou Kiser, a member of the MGM committee, developed a slide show of Wayne Morvent's life
 - Developed a thank you list including Bluebonnet committee members, those who provided promotional aid, those who provided how-to-do advice such as Carole Miller and to Charlie and Connie Golden who shot and produced a video of the MGM event itself. Charlie also produced a CD of the event as a memento for Bluebonnets, Wayne and Mike Seastrom.

There were 330 people at the Event with 41 squares on the floor at one point. Circle Squares of Bryan had the most squares attend with the exception of the Bluebonnets. Try a bowl of Alphabet Soup; in addition to large special events, most of the ingredients are good for small and medium Square and Round dancing events as well.

Presented by:

J Frank and Pat Davis

Charter Members of Bluebonnet Squares and Chairpersons – Morvent's Golden Moment (MGM)