

# I S Board Meeting Minutes

## February 15, 2022

Present: Norma B., Steve D., Chris D., Will H., Ron R., Ted M., Mike R., Tim H.  
This meeting was held via teleconference (Zoom).

Approval of Minutes from January 18, 2022.

The minutes were approved as amended, unanimously. Moved Steve D., seconded Ron R.

### Between Meetings By Email:

On January 28 we received the new IAGSDC Bylaws proposal. It was agreed to forward it to our members with an explanation by Tim H, our delegate to the IAGSDC.

It was sent to the members on January 31, 2022.

### IAGSDC Bylaws change

Tim H. reviewed the proposed changes to the IAGSDC Bylaws change.

Motion: We direct our delegate to vote in-favor of the revised ByLaws.  
Steve D. moved, Ron R. seconded, passed unanimously.

### Treasurer's Report - Chris D.

Tuesday workshops will resume on Tuesday February 22. Following established practice, members can pay \$64 in advance for 8 weeks of Tuesdays. The 8-week period is February 22 thru April 12.

Reservations were made for the three callers at the Exton Hotel, guaranteed using our PNC Debit Card.

Motion: Treasurer's report be accepted as reported.  
Will H. moved, Steve D. seconded, passed unanimously.

### Membership Year\* - Chris D.

Two proposals were discussed.

- Proposal A - Membership year June through May (no change)
- Proposal B - Change membership year to January through December.

Motion: We accept proposal A.  
Steve D. moved, Ron R. seconded, passed unanimously.

Caller Liaison Report\*\* - Mike R.

Report presented and accepted. We discussed contracts regarding covid.

Return to Dancing\*\*\* - Ron R.

Motion: We accept recommendations #1, 2, 3, 4, 5, 6, 7.  
Will H. moved, Steve D. seconded, passed unanimously.

Responsibilities of many tasks regarding the fly-in were discussed and divided among the board members.

Motion: Line #3 of the Contingency plan be revised to read: "Consideration shall be made to send a mass email to all attendees with the following, or summarily appropriate, message:"

Ron R. moved, Steve D. seconded, passed unanimously.

Recruitment Committee - Steve D.

We have not had a meeting. We have received permission to keep the \$125 that was unspent from the grant for future Fun Dances. We are moving ahead with the March 19, 2022 Fun Dance.

Communication & Publicity - Ted M

The website has been updated. It is a continuing process.

MS/Plus Rep Report

We need to make an effort to get all of the MS & Plus dancers to the fly-in.

A/C Rep Report - Ron R.

We may not have sufficient dancers to have a challenge program Tuesday. Ron R. will coordinate with the dancers and callers.

## Nominating Committee - Steve D.

The committee comprised of Dave B. and George R. have met and are seeking candidates for the offices.

## Fly In - Steve D & Ron R.

The Fly In committee met on Friday 2-11-22. They are very competent with all the factors involved in the Fly In.

### Decisions:

- Each session will be \$30 if it is purchased separately.
- The Fly In price will increase on 2-25-22 as planned.
- The TV that was donated as a raffle prize will be used as a basket in the silent auction. The people who had purchased tickets will have tickets in the auction.
- Registration will start on Friday afternoon at 4pm.
- A positive response to the Fly In's covid protocol system has been set up with volunteers to call anyone who does not respond.
- To ease the crush at the registration table we will have clip boards.
- Next year's theme has been decided.
- The link on our website to the hotel is now live.

## Old Business:

The google drive passwords are not critical.

## Adjournment:

Motion: Move to adjourn.

Ron R. moved, Chris D. seconded, passed unanimous.

## Attachments:

**\*2022 Membership Program  
Proposals and Procedures**  
Chris Deephouse, 2-15-2022

Following up after some board discussion, below are two alternative proposals. We should pick one of these proposals, with any needed modifications.

## Background

Our bylaws state that our membership year is June 1 to May 31 of the following year. Members must pay their dues for the current year to vote at the annual meeting in early June.

Prior to the COVID-19 shutdown, our dues were \$45/year. Our membership year that started June 1 2019 was extended to December 31 2020. We next had a short membership year from January 1 2021 through May 31 2021. Since we were not dancing, we reduced dues to \$5/year for this short period.

For the current membership year, June 1 2021 through May 31 2022, we have 55 members. They paid \$5.00 dues for this year. The roster is shown as an appendix to this document.

For our USDA insurance policy, we pay \$6.00/year for each member. Their membership year is from January to December. We pay for a full year of insurance for members who join midyear or who do not renew their membership.

Proposal A - Membership year June through May (no change)

1. For the membership year starting June 1 2022, the dues shall be \$45.  
*This is our usual dues level. It supports our deficits in the Tuesday dance series.*

Proposal A requires less effort now. But it costs us time and money each year compared to proposal B.

Proposal B - Change membership year to January through December.

1. We will transition to a January through December membership year.
  - a. We will have a short membership year June 1 through December 31 2022. Dues for this short year will be \$25.
  - b. We will begin the next full year membership on January 1, 2023, with \$45 dues.

**We need to amend our bylaws to make this change.**

**The annual meeting and election of officers will remain in early June, no change.**

Proposal B will save us \$6.00 each time a member joins in the spring or leaves the club in the fall. By making the membership year match the insurance year, it will be easier for the treasurer to maintain the roster of club members.

Additional Procedures (along with proposal A or B)

1. People who did not pay their dues for the year ending May 31, 2022, shall have the option to do so at the \$5 level.
2. We will have a membership drive for two months before the beginning of each membership year to encourage people to pay their next year's dues.
3. Memberships for the current year will be available from the first day of that year until one month before the end of the year.
4. Couples will have the option to pay dues for two memberships in one transaction.

## **\*\*Caller Liaison Report**

### **Independence Squares Board of Directors Meeting – February 2022**

The information below is accurate as of Saturday, February 12, 2022, and may not reflect any updates received after this report's preparation. Please note that all dances are at the Lutheran Church unless otherwise noted.

#### **Opening Discussions/Notes for Board**

No additional contracts or promises have been made to any caller regarding the holding of workshops or classes, virtual or live, other than those listed below. Callers were notified and dances rescheduled based on the board's decision to pause dancing during this most recent upsurge in COVID infections. The resumption of dances is an ongoing discussion amongst the various club members and committees, but no contracts are being offered to anyone at this time.

#### **Dances Through March 2023**

Callers have been contracted and confirmed for the following dances taking place January 10, 2022 through March 2023.

Saturday, March 19, 2022 – Community Fun Dance – Howard Richman 7:00 pm – 9:00 pm Merz Hall at the Lutheran Church. This was rescheduled from January 7, 2022.

March 2022 Fly-In: Callers: Mike Kellogg, Chris Phillips, Kris Jensen March 25-27, 2022

Tuesday, April 12, 2022 Mainstream and Plus – Clay Goss – Special dance fill-in for Betsy and Mark 7:00 pm – 9:15 pm Lutheran Church. No theme was identified for this dance. This was rescheduled from January 11, 2022.

Saturday, December 3, 2022 – Glitter Ball Mainstream through C1 – Dayle Hodge 4:00 pm – 8:00 pm The Merion Meeting House

March 2023 Fly-In: Callers: Sandie Bryant, Dayle Hodge, Eric Henerlau March 24-26, 2023

April 2024 Fly-In: Callers: TBD April 5-7, 2024

### **FYI Notes**

Dancing in all four programs on Tuesday nights began on October 12, 2021. Betsy Gotta is calling Mainstream and C1, while Mark Franks is calling Plus and Advanced.

### **Items of Concern for the Caller Liaison**

- 1) All dancing was paused for January 2022 as a result of the up surge in COVID infections. All of the callers who were scheduled for January were notified of this change. Mark and Betsy are planning on restarting on February 22, 2022 pending further discussions and decisions of the board.
- 2) Both Mark and Betsy are unavailable on April 12, 2022 as they will be at CallerLab as it is meeting in Pittsburgh in 2022. Whereas previously the committee recommended, and the board accepted the cancellation of classes that evening, and due to the cancellation of the Clay Goss dance in January 2022, Clay will instead be calling on this night, a nice surprise. A new contract is in place.

- 3) As noted above, the Fun Dance from January 7, 2022, was rescheduled for Saturday, March 19, 2022, with Howard Richman once again providing an entertaining evening of dancing. A new contract is in place.
- 4) Based on the new safety protocols that are now in place (proof of vaccination has been extended to require a booster when eligible), each of the callers for the March 2022 fly-in have been notified of this change. While not all of them have responded, the response received was in total agreement with this change.
- 5) Based on recommendations from the Fly-In Committee, callers have been contacted for the April 2024 Fly-In and we are awaiting confirmation from all of the callers before announcing the calling staff.

## **\*\*\*RETURN TO DANCING COMMITTEE REPORT February 15, 2022**

A joint meeting was held on February 11, 2022, with the Fly-In committee to discuss COVID-19 related protocols for the Fly-In. The results of that discussion follow.

### **ITEMS DISCUSSED**

It was agreed that, at a minimum, the existing club protocols will be in effect at the Fly-In, with some exceptions, as outlined below.

Board approval to be obtained to eliminate the requirement to wipe down surfaces.  
**Recommendation is below.**

Our waiver and health attestation will be signed at check-in and attendees will be given a wristband to indicate that they have completed this process. This process is to be handled by board members or its designees. Casey has ordered the wristbands. The wristband is to be worn at all times and Casey will announce that all dancers are to help monitor compliance. Any dancer who wishes to remove their wristband after dancing and get a new one the next day will be permitted to do so. A revised version of the

health attestation is **recommended below**. To ease the burden of check-in, and reduce crowding in that area, volunteers have been obtained who will use clipboards and will assist in getting the form filled out, recording vaccination records and distributing wristbands. Dancers will still need to visit the registration table to finish the check-in process.

N95 and KN95 masks will be mentioned as being preferred (not required) in our communications to attendees. All participants at this meeting have offered to obtain the free masks that are available at local pharmacies and will bring those to the Fly-In for anyone who requests a mask.

Signs will be posted at the entrance to each hall, stating that this is a private event and a wristband needs to be obtained for admittance. The signs will also remind attendees that a properly worn face mask is required. Signs to be approved by the board.

**Recommendation is below.**

Mary Kay will check with the hotel about the possibility of increasing air flow by having outside doors open. The committees recognize that air flow is a factor that we might not have any control over.

A discussion was held regarding the safety of the callers. Shared mics and shared timeslots could be risky, and Mike R will discuss this with the callers, making it clear that they should share timeslots only if they are comfortable doing so. Approval was obtained to put tape on the floor, 12' away from the callers, and ask dancers not to square up in that 12' zone. One hall could be problematic due to spacing and it was recommended that we use Betsy's shield and put the tape at least 6' from the front edge of the stage. Mike will get permission from Betsy to use the shield.

Casey will bring a house mic for announcements. Disinfecting wipes will be placed on the stages for the purpose of wiping mics before and after use if desired by those using the mics.

Registrants will be reminded via email about our protocols. Everyone, including our club members who have previously been vetted, are to be reminded to bring their vax records. To ensure that attendees have received the notification, they will be asked to respond via of a link in the email. Steve will set up this link and will monitor the responses in coordination with Mary Kay. Registrants who have not responded will be contacted personally by a committee of volunteers that includes Steve D, Ron R, Ed G, and Eileen D.



A decision was made to not request that attendees email their vaccination records to us.

It was agreed that a written contingency plan is needed in case an attendee notifies us of having tested positive for COVID-19 during the Fly-In, or experiences symptoms. The committees agreed on the wording of this document, and it is attached for the board's approval. **Recommendation is below.**

A list of responsibilities was included in the agenda, with agreement that these matters are to be decided by the board. Items are listed at the end of this document.

## **RECOMMENDATIONS TO THE BOARD, NON-FLY-IN RELATED**

### **Recommendation #1**

Wording on our website is to be updated to refer to full vaccination as "up to date". The following wording:

*"Full vaccination and booster (when eligible) will be required of all attendees"*

Is to be changed to:

*"Up to date vaccination status is required of all attendees"*

**Rationale:** This terminology change reflects the wording that the CDC now uses.

### **Recommendation #2**

Wording on our website regarding our mask mandate to be changed to recommend the use of N95 or KN95 masks. The wording:

*"A properly worn mask, defined as covering both your nose and mouth, is required at all times while in the building"*

Is to be changed to:

*"A properly worn mask, defined as covering both your nose and mouth, is required at all times while in the building (N95 or KN95 masks are preferred)"*

**Rationale:** Research has shown that these types of masks provide better protection because they provide a better fit than many other types of masks.

### **Recommendation #3**

Wording of questions #2 and #3 on our health attestation to be changed.

Current wording of question #2 is:

*“Are you isolating or quarantining because you tested positive for COVID-19 or are worried that you may be sick with COVID 19?”*

Proposed new wording:

*“Have you tested positive for COVID-19 within the past 5 days?”*

Current wording of question #3 is:

*“Do you agree to immediately notify Independence Squares if you become diagnosed with COVID-19 within 10 days of this event?”*

Recommendation is to change “10 days” to “5 days”

**Rationale:** Question #2 as currently stated doesn't specifically ask if a dancer has a positive COVID-19 infection. Joe Iser agrees that it is better to specifically ask that question, with a 5-day look back period. Similarly, the look back period in question #3 is too long, per Joe Iser, who advised that we need only require a 5-day period.

### **RECOMMENDATIONS TO THE BOARD, FLY-IN RELATED**

#### **Recommendation #4**

Requirement to wipe down high touch surfaces is to be suspended during the Fly-In.

**Rationale:** This requirement is in place on Tuesday nights because the venue requested it. We don't have a similar request from the Fly-In hotel. Joe Iser has stated that if we have hand sanitizer and disinfecting wipes available for attendees to use, we do not need to wipe down any surfaces.

#### **Recommendation #5**

A separate combined Health Screening/Waiver to be drafted specifically for the Fly-In which modifies the wording of question #3 to state as follows:

*“Do you agree to immediately notify Independence Squares if you test positive for COVID-19 or exhibit related symptoms at any time during this event, or if you test positive for COVID-19 within 5 days of the conclusion of this event?”*

**Rationale:** The existing health attestation asks attendees to notify us of an infection after our event. It needs to include notification of an infection during the event so that we can notify the attendees. It also needs to require notification of COVID-19 symptoms during our event for the same purpose.

### **Recommendation #6**

Approve a “Private Event and Masking” sign for posting at the entrance to each dance hall. Proposed signage is attached to this report.

**Rationale:** We need to ensure that dancers are reminded of the mask mandate, and that no unvaccinated outsiders wander into our dance spaces.

### **Recommendation #7**

Approve the attached contingency plan which outlines steps to follow upon notification of a COVID-19 diagnosis or onset of COVID-19 symptoms.

**Rationale:** Having a written contingency plan in effect will eliminate confusion and inaction during what is likely to be a hectic time.

## **WHO IS RESPONSIBLE FOR THE FOLLOWING FLY-IN ITEMS?**

- Purchasing and bringing spare masks (what type to buy? How many?)
- Pens for registration table
- Printing and bringing waiver/health attestations
- Hand sanitizer
- Purchasing and bringing disinfecting wipes
- Making and posting “private event and masks required” signs
- Wiping down common surfaces, unless declared unnecessary by the board
- Bringing caller shield
- Handling mask violations

## **OTHER MATTERS FOR CONSIDERATION**

Consider not scheduling events 5 days following big holidays (Thanksgiving, Christmas, Super Bowl, etc.) where large gatherings could produce virus spread.

New metric to consider reviewing to monitor infection trends is sewerage information reported by local MUA. Joe Iser recommends this but says that Philadelphia doesn't currently participate in this program. Ron should periodically check to see if Philly has started reporting.

Consider another email to the club prior to the Feb 22 dance to remind them of our start up and the booster requirement. All attendees to bring their vax record with them to show proof of, or eligibility status for, booster shots.

Ron and Vinney will not be at the Feb 22 dance. We need commitments for the performance of the following tasks:

- Print and bring revised waiver and health attestations
- Wipe down surfaces at the end of the dance
- Hold completed sign-in forms to give to Ron at the next dance so that they can be uploaded to Google Drive

### **Contingency plan upon notification by a Fly-In attendee of a positive Covid test or Covid symptoms**

1. Board members who are present will meet with the Fly-In committee chairs to discuss next steps.
2. The club email account will be used to send an email to all attendees using the distribution list that is already in place. The email distribution list will be updated with any on-site attendees.
3. Consideration shall be made to send a mass email to all attendees with the following, or other similarly appropriate, message:

The Board of Directors of Independence Squares is hereby notifying you that today, we have received word of a Fly-In attendee who has (choose one)

tested positive for Covid, or,  
has reported symptoms that have been known to be indicative of a Covid infection.

For information regarding precautions that you should take, please refer to the following guidelines provided by the CDC:

[COVID-19 Quarantine and Isolation | CDC](#)

4. Consideration shall also be made to post signs at the entrance to all dance halls, worded as follows:

The Board of Directors of Independence Squares is hereby notifying you that today, we have received word of a Fly-In attendee who has (choose one)

tested positive for Covid, or,  
has reported symptoms have been known to be indicative of a Covid infection.

For information regarding precautions that you should take, please refer to the following information provided by the CDC:

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>

[Note: A QR code has been created for inclusion on the sign. See below]



Sign for the entrance to all dance halls



# **ATTENTION**

**THIS IS A PRIVATE EVENT**

**FOR ADMITTANCE,**

**PLEASE OBTAIN A WRISTBAND**

**AT THE**

**INDEPENDENCE SQUARES**

**REGISTRATION TABLE**

**A PROPERLY WORN FACE MASK**

**IS REQUIRED AT ALL TIMES**