# MAY 2025 MEMBERSHIP UPDATE

# **AGENDA**

- 1. 2024/2025 Review
  - Society Work
  - Fundraising Review
  - Funding Review
  - Community Projects
  - Staffing Update
- 2. Policy and Bylaws
- 3. Survey
- 4. AGM Prep



# ABOUT THE NLSD BOARD

- The Board is comprised of 10 volunteer members
- Members are elected or acclaimed each year
- 90% of elected members were new to the Board this year
- Working Board vs. Governing Board

# 2024/2025AREAS OF FOCUS

**Membership** – better communication

- volunteer training
  - safety

**Contractors** - wanting to be staff

- valued for work done
- improved communication

**Board** – return to being governance board

- standardize practices and procedures
- ensure proper supports are in place
- increased transparency



# BOARD APPROACH - MEMBERSHIP

#### **Communication**

- All staff and Board tried to be timely with responding to communication from membership
- Return of in-person admin

#### Volunteer training/roles

- Creation of 1-page documents for each role at performances.
- Provided training before Nutcracker to those interested on various volunteer roles.
- Costume Committee created visual aid for dressing dancers.

#### **Safety Concerns**

- Criminal Record Checks for staff, board and volunteers
- Parking lot has been graded
- New lights in both studios



# BOARD APPROACH - INSTRUCTORS

#### Staff

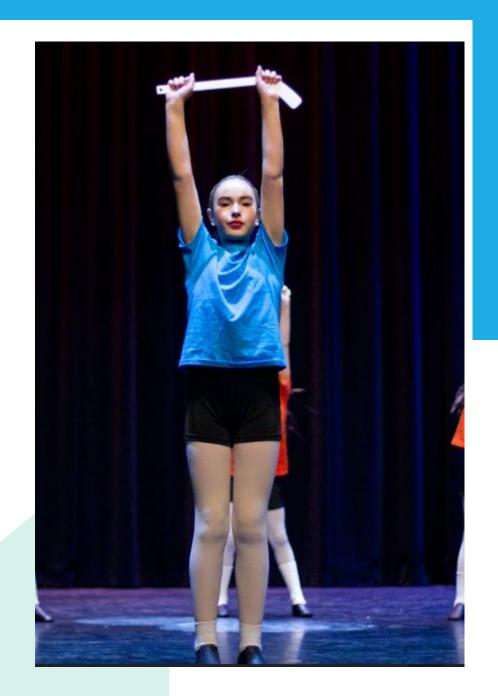
- Work has started on looking at making the instructors staff instead of contractors.
- Looking to partner with another organization to provide benefits.

#### Valued for work done

- Ensure staff were compensated for work done
- Direct deposit for pay and timelines

#### Communication

- Opening pathways for staff to communicate to the Board
- Ensuring staff are included on JackRabbit communications



### **BOARD APPROACH - BOARD**

#### **Governance Board**

- Review of records, policies, procedures and practices.

#### Address inefficiencies

- Modernizing internal operations
- Moved banks
- Setting up online payment through JR
- Requested multi year lease with Guild
- Moved email system to Microsoft
- Utilization of space



**BOARD APPROACH - BOARD** 

#### Increased transparency with membership

- communication
- membership meeting
- Minutes on website

#### **Building internal capacity**

- Streamline processes
- Trialed two part time Director positions
- Staff job postings



### **CHALLENGES**

- -90% of the Board was brand new
- -Historical knowledge
  - Lack of internal policy and procedure manuals
  - □No strategic plan
- -Record keeping
  - □Unable to find records in accordance with Societies Act, and Revenue Canada
- -Staffing Shortages
- -Tech
  - ☐ Issues with email platform
  - □Ownership/Recovery

# **FUNDRAISING UPDATE**

#### **Main Studio**

- Cookie Dough
- Purdy's Chocolates
- •50/50 Raffle
- Show Flowers, Cupcakes and Video Sales
- Sponsorships

# Travel - Funds are raised by Travel dancers and used to their travel

- · Willter Bilk Stuffing Up Shop
- · Milear Fewal Grant Consoling drive
- Ring Bels Labels
- · Mitchell'Busine Prodies
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# **Fundraising**



# **FUNDING UPDATE**

#### **Main Studio**

Arts Operating Fund Increase

Lotteries Opportunities Grant – Costume Catalog

STEP Student Funding

Summer Student Funding

#### **Travel**

Travel Assistance Program Fund (TAP) – Prince George

Travel Assistance Program Fund (TAP) – Fort St. John

# **Funding**



# COSTUME

- Thanks to the funds raised by the 50/50 raffle and the Lotteries Opportunities Fund the studio purchased close to \$20,000 in costumes.
- •Many costumes are needing to be replaced and more inclusive sizes are needed.

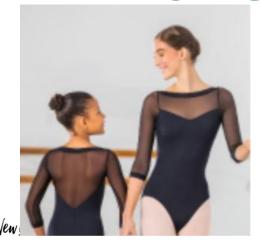


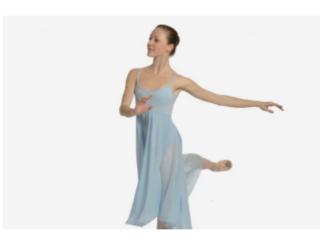


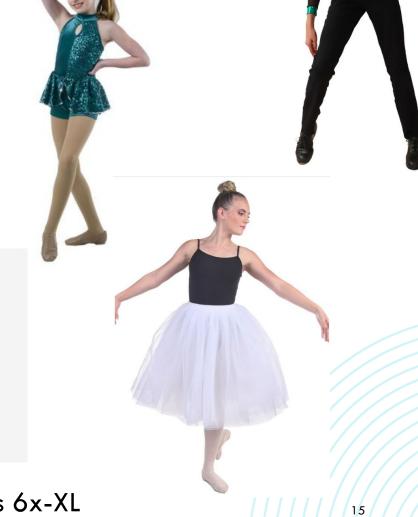
Lotteries Opportunity Fund Festival Costumes



COSTUME PURCHASING







50/50 Funds for Year End Shows Sizes 6x-XL

# NLSD OPPORTUNITIES & COMMUNITY OUTREACH

- Velvet Antler Christmas Show
- YOOP Can-Can performance
- Chinese New Year
- Special Olympics Intensive 2 performance
- Youth Steering Committee Bake Sale
- Youth Steering Committee @ Swan Haven
- Provided an Accessibility Show option at Nutcracker
- Community Pay What You Can Show During Year End
- Donation of space to FH Collins Fashion Show
- Donation of Nutcracker tickets to CDC
- Donation of Swan Lake tickets to KDFN Elder and family

# **PERFORMANCES**

#### **Nutcracker**

- 1 School Show
- 1 Accessible Matinee
- •1 Regular Matinee
- •2 Evening Shows

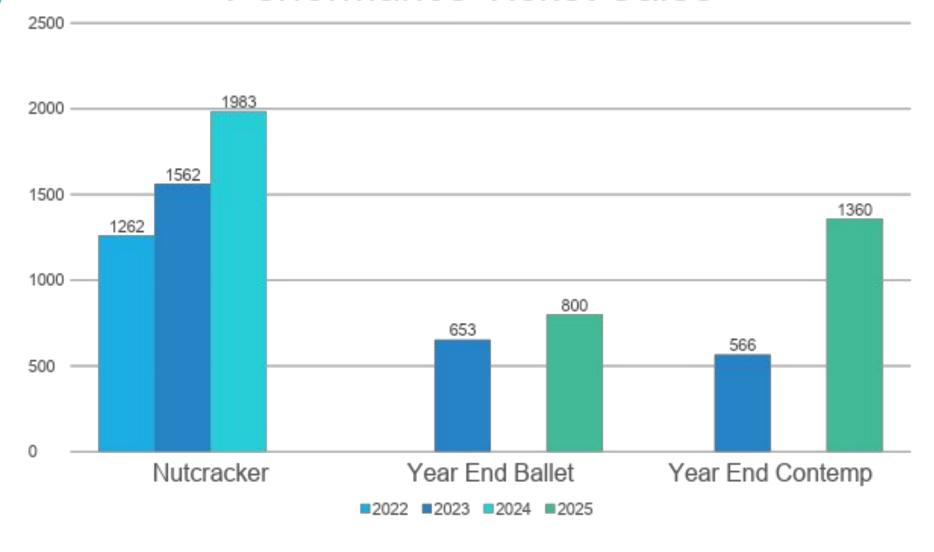


#### **Year End**

- Switched Ballet and Contemporary Show
- 1 Community pay what you can
- •2 version of News... to Us



### Performance Ticket Sales



# STAFFING UPDATE

- Christina Buckle has parted ways with NLSD
- STEP Student hired for summer
- Bookkeeper is formally retiring
- Staffing 2025/2026 Classes
- Work to be done
  - Choreographers
  - Substitute Teachers
  - Look at staffing structure possible ED model



### POLICY AND PROCEDURE UPDATES

- Registration, Tuition and Fee Policies were updated
  - provide clarity on membership
  - refunds
  - add language for payment plans
- Travel Policy and Consent Form updated
  - Align with general school policies
  - Additional information added based on trip feedback
- •Next Steps
  - Align Confidentiality policy with Yukon Societies Act
  - Emergency Policy's (Fire, Earthquake...)
  - Volunteer Commitment Policy
  - •5 Year Strategic Plan

# **SURVEY**

Early next week survey will go out to all families from this year asking for feedback.

If you have ideas on how things could be improved, please let us know.

Are you interested in being part of any working groups next year: fundraising, policy, costumes, props, travel and more?

# **AGM - AUGUST 24, 2025**

Notice will be sent to all members well in advance of the date

At the AGM there will be a request to the membership for a bylaw change to allow the Studio to obtain a credit card.

**Board Seats**