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Past Presidents Fraser Valley Square & Round Dance Association

1959	Jesse & Elsie Brown
1960	Don & Joy Hardie
1961	Lloyd & Donnie Wooden
1962	Dewar & Joan Grant
1963	Harold & Beulah Myggland
1964	Dennis & Pam Leary
1965 – 1966	Albert & Jean Andrews
1967 – 1968	Roy & Barb Andrew
1969 – 1970	Svend & Edna Hansen
1970 – 1971 Mar	Bill & Marge Heywood
1971 – 1972	Alf & Joyce Price
1973	Armand Genest
1974	Jim & Norma Libby
1975 – 1976	Dewar & Joan Grant
1977 – 1980	Al & Isobel Morphet
1981 – 1982	Billie & Jack Wilson
1983 – 1984	Harold Atkinson
1985 – 1987	Bill & Jean Regan
1987 – 1989	Sid & Dorothy Gray
1989 – 1991	Louise & Joe Witiuk
1991 – 1993	Jack & Mavis Polmans
1993 – 1995	Kathy & Lionel Thompson
1996 – 1997	Joan & Randy Sheffield
1998 – 1999	Warren & Pauline Digby
1999 – 2001	Ken & Penney Hook
2001 – 2003	Jack & Mavis Polmans
2003 – 2005	Peter Tamlin
2005 – 2007	Mary & Erick Holz
2007 – 2009	Norm and Mary Cox
2009 – 2011	Betty & George Langtry
2011 – 2013	Barb & Guy Tryssenaar
2013 - 2015	David McVige
2015 - 2017	Betty & George Langtry

STANDING ORDER MOTIONS

Teen Dancers Exempt from Can. Soc. Fees

Canadian Society – Minutes A.G.M. Friday July 30, 2010 in Halifax

Moved by Rob Ruohoneimi and seconded by Peter Graham that the Square Dance Federations, Associations and Clubs with Teen Dancers under the age of 19 years submit their request for Society membership funding to the CSRDS Public Relations Committee who are authorized to cover that expense. Carried

B.C. Federation Teen Dancer Fees B.O.D. Meeting March 27, 2010 – Exempt from B.C. Federation Fees.

Moved and Seconded that Youth Dancers who are 18 years and under be exempt from paying the B.C. Federation Fee. Carried.

F.Valley Motion re. Teen Dancer Fees – Executive Meeting Sept. 29, 2012

P. 8: 7b – Exempt from F.V.A. Fees

Moved and Seconded that Teen Dancers 18 years and younger will be exempt from F.V.S. R.D.A. Fees until changed by motion passed by the Fraser Valley General Meeting. Carried

Wheel Chair Bound Dancers – Exempt from B.C. Fed. Fees.

B.C. Federation – Minutes B.O.D. Meeting March 31, 2012, Victoria

P.4 12g

M/S Roy Ballam/Betty Langtry that the \$5.00 Federation Fee be waived for wheelchair bound Federation members in the Province. Carried.

F.V. Association Motion re. WheelChair Bound Dancers Paying 50% of Canadian Society – Minutes F.V.Executive Meeting September 29, 2012

P.8: 7b – Exempt from paying 50% of Can. Soc. Fees – To be paid by F.V.A.

Moved and Seconded the 50% fee for Wheel Chair Dancers be exempt from Canadian Society until duly passed by motion by the Fraser Valley General Meeting. Carried.

F.V.S. & R.D.A. Minutes G.M. September 29, 2013, Queens Park-Wheel Chair Bound Dancers Fees.

P. 2

M/S Barb Tryssenaar/Erika d’Esterre that FVS&RDA waive the fees for the wheelchair bound dancers until changed by a future motion. Carried.

Club Membership Fees to the F.V.S. R.D.A. – A.G.M. Spring 2012

Moved by Norm Cox and Seconded by Roy Ballam that Region 2 Square Dance Clubs need to pay a \$5.00 Fee starting September 2012 to the Fraser Valley Square & Round Dance Association per Dancing year for a total of \$15.00 for 2012 which will include \$5.00 to the B.C. Federation and \$5.00 to the Canadian Society. Carried.

Motion re. F.V.S.& R.D.A. Fees for 2014 – A.G.M. May 5, 2013

Moved by Norm Cox, seconded by Fred Garbett to reduce the F.V.S.& R.D.A dancer fee from \$3.00 to \$2.00 per dancer for 2014. Carried.

Motion re. Food Budget for F.V. General Meetings – A.G.M. May 5, 2013

Moved by Norm Cox, seconded by George Langtry that the Food Budget for 2013/2014 year remain at \$75.00 per General Meeting. Carried.

Four Score & More Dangles

F.V.S.&R.D.A. Executive Meeting March 1, 2014

M/S Carried that F.V.S. & R.D.A. pay for Name Dangles on Four Score and More Badges.

F.V.S.&R.D.A. Minutes G.M. September 29, 2013, Queens Park – deSmit Funding available.

M/S by Norm Cox/Brian Jensen that funds of up to \$500.00 be available each year from the FVS&RDA's DeSmit Fund for Clubs that have spent \$1,000.00 or more on Promotion/Advertising for New Dancer Classes as long as FVS&RDA funds permit. This money(\$500.00)would be over and above any Advertising money received by Clubs from the Joint FVS&RDA and V&DCTA Promo Committee. Clubs must submit receipts for the money spent when applying to the FVS&RDA for these funds. Passed For/Against: 14/2 with several abstentions.

Fees per Dancer for 2014 Minutes A.G.M. May 5, 2013 Page 5/7

F.V.S. & R.D.A.	-	\$2.00 each dancer & \$5.00 per Club
Canadian Society	-	\$3.00 each & \$5.00 per Club
B.C. Federation	-	\$5.00 each & \$5.00 per Club

Re. Valley Circle/Cuer Apprenticeship Program May 4, 2014.

Moved/Seconded & Carried at FVS&RDA Annual General Meeting May 4, 2014. that, subject to the V&DCTA's acceptance by and participation in, that the FVS&RDA supports the implementation of the Valley Circle's Caller/Cuer Apprenticeship Program providing a club with up to \$200.00 per month for one dance year(8 months) as reimbursement for monies paid to a beginner caller/cuer. This was approved by the V&DCTA.

60 Year Pin May 4, 2015 F.V.S. & R.D.A. Executive Meeting May 4, 2015

Moved and seconded that we accept the design of the 60 Year Pin with the F.V. Logo and that we spend \$75.00 for the first design and \$15.33 for four pins to be ordered. Carried.

Adoption of F.V. Logo F.V.S. & R.D.A. Executive Meeting May 4, 2015

Moved and Seconded that we accept our F.V.S. & R.D.A. Logo with the Dogwood as the Official Logo of the F.V.S. & R.D.A. Carried.

FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

CONSTITUTION

1. The name of the society is: Fraser Valley Square and Round Dance Association.
2. The purposes of the society are:
 - (1) To take a suitable role in the promotion of square and round dancing.
 - (2) To publish the “Valley Circle” the official publication of the Fraser Valley Square and Round Dance Association.

FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

BYLAWS

Part I – Interpretation

- 1.1 In these Bylaws, unless the context otherwise requires,
- (A) “Act” shall mean the Societies Act of British Columbia as amended from time to time;
 - (B) “Association” shall mean Fraser Valley Square and Round Dance Association.
 - (C) “Bylaws” means these Bylaws as altered from time to time.
 - (D) “Club” shall mean any square, round, clogging, contra and line dancing Club that is either an Active or Associate Member of the Association.
 - (E) “Executive Committee” shall mean a committee of officers and directors acting under Part VI of these Bylaws.
 - (F) “Membership” shall mean the Clubs who are Active or Associate members of the Association.
 - (G) “Registered Address” shall be that of the Secretary of the Association.
 - (H) “V&DCTA” means the Vancouver and District Caller Teachers Association.
- 1.2 The definitions in the Act apply to these Bylaws.
- 1.3 If there is a conflict between these Bylaws and the Act or regulations under the Act, the Act or the regulations, as the case may be, prevail.
- 1.4 Words imparting the singular include the plural and vice versa; and words imparting a male person include a female person.
- 1.5 When there is reference to square dancing, that shall mean to include round, clogging, contra and line dancing.
- 1.6 The operating year of the Association shall begin on the first (1) of July and end on the thirtieth (30) day of June.

Part II - Membership

- 2.1 Membership in the Association shall be available to any Club whose purpose is consistent with the purpose of the Association.
- 2.2 Membership is subject to the approval of the Executive Committee.
- 2.3 Membership in this Association shall consist of “Active” and “Associate” Clubs.

- 2.4 Active membership may be granted to those Clubs in good standing that are participating in square, round, clogging, contra and line dancing on a continuing basis.
- 2.5 Associate membership may be granted to those Clubs in good standing that are participating in square, round, clogging, contra and line dancing on a continuing basis who for reasons acceptable to the Association are caller run Clubs.
- 2.6 A Club that is in good standing is represented at the meetings of the Association by a maximum of two (2) Club Representatives.
- 2.7 A Club that is not in Good Standing:
 - (A) May not vote at a general meeting;
 - (B) Is deemed not to be a voting member for the purpose of consenting to a resolution of the voting members.
- 2.8 A caller, cuer, prompter or caller/cuer/prompter couple may not represent any Club at any meeting of the Association.
- 2.9 A Club that is in good standing shall be eligible to enjoy reduced advertising rates in the Valley Circle.
- 2.10 Club Representatives cannot represent more than one Club during the year at any general meeting held by the Association.
- 2.11 Officer(s) and director(s) of the Association cannot be a Club Representative.
- 2.12 The Vancouver & District Caller and Teachers Association shall be invited to delegate two members as representatives to the Association but without a vote.
- 2.13 A member of any Club in good standing in the Association shall be eligible to serve on any standing committee.
- 2.14 Every Club and all members of that Club shall uphold the constitution and comply with these Bylaws.
- 2.15 Annual membership dues shall be recommended by the Executive Committee and ratified at the Annual General Meeting of the Association.
- 2.16 Dues shall be paid by a Club before or at the October general meeting, but no later than October 30 of each fiscal year.
- 2.17 A Club shall cease to be a member of the Association when one of the following occurs:
 - (A) By delivering or mailing its resignation in writing to the secretary of the Association;
 - (B) On dissolution of the Club;
 - (C) On being expelled;
 - (D) On having been a member not in good standing for twelve (12) consecutive months.

- 2.18 Any Club may be suspended by the Executive Committee for cause which is considered to be detrimental to the Constitution and Bylaws of the Association.
- 2.19 Any Club that is suspended shall have the right of appeal to the Association and this shall be made at a meeting publicized to all Clubs by call of the secretary. The action of the Executive Committee must be upheld by a two-thirds vote or the Club must be reinstated.
- 2.20 Any Club that has been suspended by the Association may apply for re-instatement after a period of six (6) months from date of the suspension.
- 2.21 A Club that has failed to pay its current annual membership fees or any other debts due and owing by it to the Association shall be deemed not in good standing as long as the debts remain unpaid.

PART III – General Meetings

- 3.1 (A) General meetings of this Association shall be held as often as the business of the Association requires.
- (B) An annual general meeting shall be held at such place and time as the Executive Committee decide, and shall be held once every operating year of the Association. The purpose of this meeting shall be to receive the annual reports of officer(s) and committees and elect new officer(s) and director(s) as required.
- 3.2 (A) Notice of a general meeting shall specify the place, day and time of meeting, and in the case of special business, the general nature of that meeting in sufficient detail to permit a member receiving the notice to form a reasoned judgment concerning that business.
- (B) The accidental omission to give notice of a meeting to, or the non-receipt of a notice does not invalidate proceedings at the meeting.
- 3.3 The circulation of the minutes which shall include the time and place of the next general meeting shall be sufficient notice of any general meeting.
- 3.4 Special meetings of the Association may be called by the president, or by written request of the percent (10%) or more of Clubs.

PART IV – Proceedings at General Meetings

- 4.1 (A) No business, other than the election of a meeting chairman and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
- (B) If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present.
- 4.2 No Less than 40% Clubs shall be present to constitute a quorum for any general meeting.
- 4.3 If within thirty (30) minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened at the request of Club Representatives shall be terminated, but in any other case, it shall stand adjourned to a time and place determined by the Executive Committee of the Association.

- 4.4 Subject to by-law 4.5, the president of the Association, the vice-president or in the absence of both, one of the officers or directors present, shall preside as chairperson of a general meeting.
- 4.5 If at a general meeting:
- (A) There is no officer or director present within fifteen (15) minutes after the time appointed for holding the meeting, the Club Representatives present shall choose one of their members to be chairperson.
 - (B) The officers and directors are unwilling to act as chairperson, the Club Representatives present shall choose one of their members to be chairperson for the portion or balance of that meeting.
- 4.6
- (A) A general meeting may be adjourned from time to time and from place to place but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
 - (B) Except as provided in the Bylaws, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.
 - (C) When a meeting is adjourned for ten (10) days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.
- 4.7
- (A) A special resolution shall be required for motions of an extra-ordinary nature, such as impeachment (5.6); debt (9.2); executive borrowing powers (9.3); and alterations to the Bylaws (15.1).
 - (B) A special resolution must be proposed by a member, seconded, and passed by a seventy-five (75%) majority of Club Representatives in attendance at a general meeting in order to be enacted.
- 4.8
- (A) The chairperson shall not vote at a general meeting except in the case of an equality of votes when the chairperson shall cast the deciding ballot.
 - (B) All Representatives of active Clubs that are in good standing are entitled to one vote at a general meeting.
 - (C) All members of active Clubs that are in good standing at the Annual General Meeting are entitled to one vote.
 - (D) Voting is by show of hands or by secret ballot when deemed necessary.
 - (E) Voting by proxy is not permitted.
 - (F) Executive Committee members shall be allowed to vote at general meetings on new or unforeseen motions presented from the floor by the general membership.
 - (G) The chairperson may request the members of the Executive Committee to abstain from voting on occasions where considerable study and research on the recommendation has been completed by the Executive Committee.
- 4.9 The passage of any motion from the floor at a general meeting for the dispersal of funds over \$250.00 shall not be finalized until the Executive Committee has researched the implications of the expenditure. Recommendations shall be presented by the Executive Committee at the next general meeting.

PART V – Executive Committee

- 5.1 The Executive Committee shall be comprised of:
- (A) The Officers of the Association;
 - (B) The Directors of the Association; and,
 - (C) The Chairs of the Standing Committees of the Association (See Section 13.1).
- 5.2 The Executive Committee may exercise all the powers and do all the acts and things that the Association may exercise and do, and which are not by these Bylaws, or by statute, otherwise lawfully directed or required to be exercised or done by the Association in general meeting, but subject, nevertheless to:
- (A) All laws affecting the Association;
 - (B) The Bylaws; and,
 - (C) Rules, not being inconsistent with these Bylaws, which are made from time to time by the Association in a general meeting.
- 5.3
- (A) The officers of the Association shall be the President, Vice-President, Secretary, Treasurer and Past President.
 - (B) The directors of the Association shall represent a designated group of Clubs within the Association;
 - (C) The officers and directors of the Association shall be elected from any active or associate Club members in good standing.
 - (D) The number of Directors shall be established by the Executive at an Executive meeting held immediately prior to the Election.
 - (E) Officer(s) and director(s) may be elected for a two (2) year term by a simple majority vote at the annual general meeting held for this purpose.
 - (F) Should an officer(s) or director(s) wish to become an officer(s) or director(s) of a more senior dance association or organization, they may retain their position on the executive of the Association but may not hold the same office in the more senior association.
- 5.4
- (A) Separate elections shall be held for each office to be filled. A sufficient number of director(s) shall be elected to fairly represent all the Clubs in the Association. Club assignments shall be decided by choice and/or consensus at the executive meeting following the election of director(s).
 - (B) An election shall be held by secret ballot or by acclamation.
 - (C) If no officer(s) or director(s) are elected, the person(s) previously elected or appointed may continue to hold office until a replacement(s) can be found.
- 5.5
- (A) The Executive Committee may at any time, and from time to time, appoint a member as an officer or director with full privileges to fill a vacancy.
 - (B) An officer(s) or director(s) so appointed holds office only until conclusion of the next following annual general meeting of the Association but is eligible for re-election at the meeting.
- 5.6 The members may, by special resolution, remove officer(s) or director(s) before the expiration of their term of office and may elect a successor to complete the term of office.

- 5.7 No officer(s) or director(s) shall be remunerated for being or acting as an officer(s) or director(s) but shall be reimbursed for all expenses necessarily and reasonably incurred while engaged in the affairs of the Association.

PART VI – Proceedings of Executive Committee

- 6.1 (A) The Executive Committee may meet together at places they think fit to dispatch business, adjourn and otherwise, regulate their meetings and proceedings, as they see fit.
(B) Fifty percent (50%) and two persons, of which fifty percent must include two (2) officer(s), shall be considered a quorum.
(C) The president shall be chairman of all meetings of the Executive Committee, but if at a meeting the president is not present within thirty (30) minutes after the time appointed for holding the meeting, the vice-president shall act as chairperson. If neither is present the Executive Committee present may choose one of their number to be chairperson of the meeting.
- 6.2 (A) The Executive Committee may appoint committees and may delegate to such committees any, but not all, of their powers as they see fit.
(B) A committee so formed in the exercise of the powers so delegated shall conform to any rules imposed on it by the Executive Committee, and shall be responsible to and report to the Executive Committee at the next earliest Executive Committee meeting.
- 6.3 A committee shall elect a chairperson of its meetings; but if no chairperson is elected, or if at a meeting the chairperson is not present within thirty (30) minutes after the time appointed for holding the meeting, the members of the committee shall choose one of their number to be chairperson of the meeting.
- 6.4 The members of a committee may meet and adjourn as they think proper.
- 6.5 The first executive meeting following an election shall include newly elected member(s) for orientation.
- 6.6 (A) Motions arising at a meeting of the Executive Committee shall be decided by a simple majority of votes.
(B) Each member of the Executive Committee shall have a vote, except the president or chairperson, who shall have a vote only in the case of an equality of votes.
(C) Each person on the Executive Committee shall have one vote.
- 6.7 The Executive Committee may delegate authority to any chairperson of a standing committee to recruit their own committee.
- 6.8 The president may require any committee member to attend an Executive Committee meeting to submit reports and to generally participate but without a vote.

PART VII – Duties of Officers and Executive Committee

- 7.1 The President shall:
- (i) Preside at all meetings of the Association and of the Executive Committee;
 - (ii) Be the chief executive officer of the Association and shall supervise the other officer(s) and director(s) in the execution of their duties. The President shall, none-the-less, be bound in all matters by the consensus of the Executive Committee;
 - (iii) Be a member ex-officio of all standing committees; and
 - (iv) Have served two (2) years as an officer(s) or director(s) on the Executive Committee before being elected as President.
- 7.2 The Vice-President shall:
- (i) Carry out the duties of the president during his absence and act in accordance with the wishes of the president as required.
- 7.3 The Secretary shall:
- (i) Conduct the correspondence of the Association;
 - (ii) Issue notices of meetings of the Association and Executive Committee;
 - (iii) Keep minutes of all meetings of the Association and Executive Committee;
 - (iv) Have custody of all records and documents of the Association except those required to be kept by the Treasurer;
 - (v) Maintain a Club membership list and a roster of Club Representatives with their current names and addresses; and,
 - (vi) Maintain a record of minutes of all standing and joint committees.
- 7.4 The Treasurer shall:
- (i) Be responsible for the banking, paying of all approved current bills and be custodian of all Association funds;
 - (ii) Deposit all monies to the credit of the Association in a financial institution covered by the Canadian Deposit Insurance Corporation. The total deposits in any one institution is not to exceed the amount covered by said insurance;
 - (iii) Keep financial records, including books of account and inventory of Association's fixed assets, necessary to comply with the Association; and
 - (iv) Render financial statements to the Executive Committee, Clubs and others when required;
 - (v) Keep the Irene de Smit Memorial Fund (and other similar donations) as a separate account to be expended for designated purposes or carried forward but otherwise adhere to the Constitution and Bylaws.
 - (vi) Be a member of the Association Finance Committee
- 7.5 The Treasurer plus any one of the following, President, Vice-President or Secretary shall have signing authority for all legal banking.
- 7.6 The director(s) shall:
- (A) Act as contact between the Executive Committee and the designated group of Clubs as approved by the Executive Committee;
 - (B) Report to the Executive Committee all pertinent information regarding those Clubs; and
 - (C) Act in accordance to the wishes of the President as required.

- 7.7 The Executive Committee shall:
- (A) In the absence of the secretary appoint another person to act as secretary.
 - (B) Appoint an officer(s) or director(s) as a committee chairperson to serve the balance of the term required.

PART VIII – Minutes of Meetings

- 8.1 (A) Minutes shall be taken at ALL meetings, i.e. general, annual general, executive, standing and joint committees and forwarded to the secretary for inclusion in Association files.
- (B) All minutes become the permanent records of the Association as required by statute.

PART IX – Borrowing

- 9.1 (A) In order to carry out the purposes of the Association, the Executive Committee may, on behalf of and in the name of the Association, raise or secure the payment or repayment of money in a manner they decide, and in particular, but without limiting the foregoing, by the issue of debentures.
- (B) All monies collected by the Association shall be used for the purpose of the advancement of the Association.
- 9.2 No debentures shall be issued without the sanction of a special resolution at an annual or extra-ordinary meeting.
- 9.3 The members may, by special resolution, restrict the borrowing powers of the Executive Committee, but a restriction imposed expires at the next annual general meeting.
- 9.4 No standing or joint committee of the Association shall borrow or obligate the Association.

PART X – Reviewer

- 10.1 The Reviewer shall be given all of the Association's financial records for the purpose of the review.
- 10.2 The review must be completed within one month.
- 10.3 The records of the Association shall be reviewed by a Reviewer appointed at the Annual General Meeting if a review is recommended by the Executive Committee or following a change in Treasurer.
- 10.4 The Reviewer may be removed by ordinary resolution.
- 10.5 The Reviewer shall be promptly informed in writing of appointment or removal.
- 10.6 No officer(s) or director(s) of the Association shall be the Reviewer.
- 10.7 The Reviewer may attend all general meetings.

PART XI – Wind Up

- 11.1 **This is an unalterable provision.** On the winding up or dissolution of the Association, funds or assets remaining after all debts have been paid shall be transferred to the members of the Association.

PART XII – Notices to Members

- 12.1 Notice of a general and annual general meeting shall be given to active and associate Members at their registered address as shown on the membership list.

PART XII – Committees

13.1 Standing Committees And Delegates

(A) Valley Circle Committee

- (i) To be in charge of the operations of the Valley Circle. The Chairperson is to be the Managing Editor.
- (ii) The policies of the Valley Circle shall be set by the Executive Committee on the recommendation of the Valley Circle committee.
- (iii) The chairperson of the Valley Circle shall be appointed by the Executive Committee and ratified by the General Membership.
- (iv) The chairperson shall be a member of the Executive Committee.

(B) Website Committee

- (i) The Chairperson shall be known as the Webmaster.
- (ii) The Webmaster shall be in charge of the operation of the Website.
- (iii) The Webmaster shall be appointed by the Executive Committee and ratified by the General membership.
- (iv) The chairperson shall be a member of the Executive Committee.

(C) Social Convener

- (i) To provide refreshment at General meetings and at other functions as asked by Executive Committee.
- (ii) The Social Convener shall be appointed by the Executive Committee and ratified by the General membership.
- (iii) The Social Convener(s) shall be a member(s) of the Executive Committee.

(D) Delegate(s) to the BC Square & Round Dance Federation

- (i) The delegates to the BC Square & Round Dance federation shall be appointed by the Executive Committee and ratified by the General Membership.
- (ii) The delegate(s) shall be member(s) of the Executive Committee.

13.2 Finance Committee:

To formulate and recommend financial policy of the Association. This committee will work with the Treasurer in the performance of his duties.

13.3 Nominating Committee and Election Procedure:

- (i) Nominating Committee shall be appointed by Executive Committee and approved by the General Membership during the year prior to the Elections.
- (ii) Nominating Committee shall compile a list of nominees and their qualifications for elected Offices and post the list in a visible place at the Annual General Meeting for all Clubs to consider.
- (iv) Nominating Committee shall make available a copy of the Bylaws to prospective nominees.

- (iv) The Election of Officers and Directors shall take place in the following sequence: President, Vice President, Treasurer, Secretary, and Directors.
- (v) A nominee that is not elected for an office may be nominated for a remaining posted position.

13.4 **Joint Committees**

(A) Promotion Committee

- (i) To promote the advancement of square dancing
- (ii) Shall be formed by representatives from the Association and V&DCTA.

(B) Leadership Seminars

- (i) To provide all aspects of leadership training.
- (ii) Shall be formed by representatives from the Association and V&DCTA.

- 13.5 The Executive may, from time to time, create a subcommittee, amend the purpose of an existing subcommittee and/or its mandate/terms of reference, or dissolve an existing subcommittee. The subcommittee created shall have a specific mandate. The Executive will establish the composition of the subcommittee. All subcommittees must submit reports to the Executive Committee at their regular meetings.
- 13.6 Each standing/joint committee shall establish banking procedures and accounts in consultation with the Treasurer.
- 13.7 Each standing/joint committee shall send a copy of its minutes to the President of the Association and a copy to the secretary for inclusion in the Association records.
- 13.8 Each standing or joint committee shall render an annual financial statement to the President and the Treasurer of the Association.
- 13.9 The records of these committees may be reviewed if requested by the Association.
- 13.10 All surplus funds or deficits as defined by each committee shall be divided equally by the participating association and/or Federation.

PART XIV – Policies and Procedures

- 14.1 Policies and procedures not inconsistent with these Bylaws may be adopted at the annual general meeting.

PART XV – Bylaws

- 15.1 Bylaws may be amended by special resolution by a seventy-five (75%) majority vote, provided that written notice of such amendment(s) is presented to all active and associate Clubs thirty (30) days before the date the meeting is called.
- 15.2 On being admitted to membership, each Club is entitled to and the Association shall give them, without charge, copies of the Constitution and Bylaws of the Association.



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

FRASER VALLEY EXECUTIVE 2017-2018		
PRESIDENT	VICE PRESIDENT	TREASURER
Alex & Jean Galbraith 13665 88 th Ave Surrey , BC V3W 6H1 604 594-6415 email jeangal2010@yahoo.ca	David McVige 304 – 33379 Marshall Rd., Abbotsford, BC, V2S 7C3 604-855-1619 Cell 604 – 864-7435 e-mail hiflyr@mail.com	Don Allan 1735 – 24 St., West Vancouver, V7V 7H7 604-926-3061 e-mail donsbike@telus.net
SECRETARY	PAST PRESIDENT	OTHER CTTEE. CHAIRS
Sylvia French #107 – 301 Maude Road Port Moody, BC, V3H 5B1 Home 604-469-1661 Cell 604-862-0847 e-mail sylvia.fvsrda@gmail.com	George & Betty Langtry 11395 75 Ave. Delta , BC V4C1H4 Home 604 596 -9360 Cell 604 836 -9360 e mail langtry@telus.net	Joint Promo Committee Chairperson Betty Langtry e-mail langtry@telus.net Scroll of Honour Cttee. Chair Barb & Guy Tryssenaar e-mail btryssenaar@telus.net Driscoll Teen Award Cttee. Chair Ron Robertson r.and.b.robertson@shaw.ca
DIRECTORS	DIRECTORS	DIRECTORS
Ron Robertson 3919 St. Mary's Avenue N. Van., BC, V7N 1Y4 604-988-0538 e-mail: r.and.b.Robertson@shaw.ca ronr1739@gmail.com	June Fitchett & Al Gibbs 204 – 15439 – 100 Avenue Surrey, BC, V3R 0K4 604-951-0889 e-mail: allangbbs@shaw.ca	Ben & Joyce Lucas 1299 Tercel Court Coquitlam, B.C., V3K6L1 604-464-2473 e-mail lucastravels@yahoo.ca
DIRECTORS	SOCIAL CONVENORS	Valley Circle
Anni & Kris Christensen #137-1450 McCallum Rd., Abbotsford, B.C., V2S 8A5 604-504-4452 e-mail annkir@telus.net	Eva Matheson & Nelson Baranow 2736 Wall St., Vancouver, V5K 1A9 604-437-7715 e-mail evamatheson@gmail.com	Blair Wallace 18644 80 th Ave. Surrey BC 604-897-0876 e-mail: valleycircle@shaw.ca
WEBMASTER	FVS&RDA DELEGATES To BCS&RD Federation	FVS&RDA DELEGATES To BCS&RD Federation
Blair Wallace Email jbwallace@shaw.ca 604 897-0876	Norm Cox 12561 – 98 Ave., Surrey , B.C., V3V 2K6 604-584-5506 e-mail marymcox@telus.net	Sandi Poje 1059 James Ave., Coquitlam, V3K 1S6 604-937-3220 e-mail spoje@ymail.com
FVS&RDA DELEGATES To BCS&RD Federation		
David McVige(alternate) 304 – 33379 Marshall Rd., Abbotsford, BC, V2S 7C3 604-855-1619 Cell 604 – 864-7435 e-mail hiflyr@mail.com		



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION



**FRASER VALLEY ASSOCIATION DIRECTORS OF CLUBS
2017-2018**

RON ROBERTSON 604-988-9538	ALL GIBBS/JUNE FITCHETT 604-951-0889	JOYCE & BEN LUCAS 604-464-2473
Vancouver Motiv8tors Century House Squares Across The Border Chuckwagon 8's (A) Guys N Gals	Delta Sundancers (Teen/Pre-Teen) Quick Steppers Rhythm B's Stardowners T.W. Twirlers Abbotsford Grand Squares	Diamond Country Dancers Surrey Square Wheelers Wesburn Wranglers(Teen/PreTeen) Royal Swingers Brent's Bunch Town N Country Dancers
ANNI & KRIS CHRISTENSEN 604-503-4452		
Chilliwack Rhythm Reelers White Rockers Wheeling 8's Swinging Hubs Swinging Singles of BC Squaredance Club		



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

Revised May 2015



DUTIES AND RESPONSIBILITIES OF THE PRESIDENT

1. As per By-law 7.1
 - (A) Preside at all meetings of the Association and of the Executive Committee
 - (B) Be the Chief Executive Officer of the Association and shall supervise the other officer(s) and director(s) in the execution of their duties.
 - (C) Be a member ex-officio of all standing committees; and
 - (D) Have served two (2) years as an officer(s) or director(s) on the Executive Committee before being elected as President.
2. Attend, whenever possible, the British Columbia Federation Annual General Meetings.
3. Attend the Fraser Valley Square and Round Dance Association Executive Club visitations and introduce the Executive members present at these visitations.
4. Present certificates and/or guest books to clubs celebrating 20th Anniversaries and increments of five (5) years thereafter
5. When called upon, speak on behalf of the Association.
6. Issue invitations to guests for the Executive Meetings, if required.
7. Issue invitations to guest speakers for General Meetings, if required.
8. Prepare agendas for General and Executive Meetings in conjunction with the Associations' Secretary for typing.
9. Give copies of Association Policies and Procedures, duties and responsibilities to each new member of the Executive.
10. Co-ordinate all Appointed positions.
11. With support and assistance, when called upon, handle any problems from dancers or clubs.
12. Work together with both Dancers and Callers to the betterment of the Square Dance Movement.



DUTIES AND RESPONSIBILITIES OF THE VICE-PRESIDENT

1. As per By-law 7.2
(A) Shall carry out the duties of the President during his absence and act in accordance to the wishes of the President as is required.
2. Present a report at all Executive meetings. If unable to attend a meeting, a written report should be submitted, in advance if possible, to the Association's secretary.
3. Represent the Association at the Vancouver & District Caller/Teachers Associations meetings and make a report if necessary. Report back to the Associations Executive.
4. Arrange Executive visitations to clubs and keep a record of all such visits.
5. Keep the President advised at all times of all pertinent information.
6. Oversee the dancers annual membership count. This to be completed before the B.C. Federation Easter Delegates meeting. This list is confidential except for the results.
7. Send new Club Representatives a copy of their duties and responsibilities and explain their duties.
8. Draw up suggested list of Distribution List of Clubs to Directors on consultation with Directors and agreement of Executive.
9. Maintain a list of Dancers who receive 25 Year Dangles, 50 Year Pins and 60 Year Certificates. Order and keep a supply of those on hand. Anniversary Crests for Club Banners would need to be individually ordered ahead of the celebration for the Club.



DUTIES AND RESPONSIBILITIES OF THE TREASURER

1. As per Bylaw 7.4
 - (A) Be responsible for the banking and be custodian of all Association funds;
 - (B) Deposit all monies to the credit of the Fraser Valley Square and Round Dance association in a financial institution covered by the Canadian Deposit Insurance Corporation. The total deposits in any one institution is not to exceed the amount covered by said insurance;
 - (C) Keep financial records, club membership list, including books of account and inventory of the Association's fixed assets, necessary to comply with the Society Act.
 - (D) Render financial statements to the Executive Committee, clubs and others when required; and
 - (E) Keep the Irene de Smit Memorial Fund (and other similar donations) as a separate account, from which will be expended for designated purposes as determined by the General Membership.
2. Prepare Annual Statements for scrutiny as necessary.
3. Prepare and forward documents as required by the British Columbia Societies Act.
4. Prepare an Annual Budget, in consultation with the Executive.
5. Advise the Association's secretary of clubs in good standing.
6. Submit payment for all accounts as necessary, i.e. Asset Insurance, B.C. Square & Round Dance Federation, Canadian Square Dance Society, etc.
7. Act as Treasurer of all Fraser Valley Accounts where needed.
8. Send out Club Membership Registration forms to all clubs.
9. Update and pay B.C. Registry Service Annually after F.V.S. & R.D.A. A.G.M. This job to be done by the Executive Member whose address is used as the F.V.S.&R.D.A. address for the purpose of the B.C. Registry Service – usually either the Secretary or Treasurer.



DUTIES AND RESPONSIBILITIES OF THE SECRETARY

1. As per By-Law 7.3

- (i) Conduct the Correspondence of the Association.**
 - a. Make sure all correspondence is signed by the President;**
 - b. Send to the B.C.S. & R.D. F. secretary names of Delegates to the B.C.S. & R.D. Federation by November 30th of each year.**
- (ii) Issue notices of meetings of the Association and Executive Committees.**
 - a. Record on tapes the proceedings of those meetings. Tapes to be kept for 1 year before being recycled. Also, receive from the President, type and distribute the Approved Agenda for all General and Executive Meetings to all concerned.**
- (iii) Keep Minutes of all meetings of the Association and Executive Committees.**
 - a. Distribute minutes within a reasonable time to Clubs and F.V. Executive. Keep attachments to only the necessary and minimum. Executive Minutes go to Executive Members only.**
- (iv) Have custody of all Records and Documents of the Association except those required to be kept by the Treasurer.**
- (v) Maintain a record of all Standing Committees – list of Names & Phone Numbers.**



DUTIES AND RESPONSIBILITIES OF THE DIRECTORS

1. As per By-law 7.6
 - (A) Act as a contact between the Executive committee and the designated group of clubs as approved by the Executive Committee.
 - (B) Report to the Executive Committee all pertinent information regarding those clubs; and
 - (C) Act in accordance with the wishes of the President as required.
2. Attend Fraser Valley Square and Round Dance Executive meetings and when unable to do so prepare a written report to be submitted to the Associations' Secretary in advance of the scheduled meeting, when possible. Attend General meetings when possible, but must attend the Annual General Meeting.
3. Keep in contact with their clubs either by telephone or by visiting on a club night during the dancing season. (approximately once (1) a month)
4. Contact clubs to remind them that the Association has not received their membership lists or club fees.
5. Attend official visitations as scheduled.
6. Present 25 year dangles or 50 year pins and Four Score & More Badges. at the dancers' club night or at another appropriate function as requested.
7. Be willing to serve on various committees as requested.
8. Report all pertinent information to the President.
9. Be responsible for collecting Dancer Resource Books, should one of their Clubs fold.



DUTIES AND RESPONSIBILITIES OF THE PAST PRESIDENT

1. Act as an advisor to the President Couple as necessary.
2. Attend Association General and Executive meetings as regularly as possible.
3. Attend Executive club visitations as regularly as possible.
4. May act as a B.C. Federation representative.
5. Shall act as chairman of the Nominating Committee.
6. Assist the President as necessary.
7. Maintain and update the Dancer Resource Book as required.
8. Keep a record of date that new information for Resource Books was passed out to clubs (usually done at General Meetings.)
9. Keep a Master list of all Resource Books distributed.
10. Collect books from clubs if they fold.
11. Look after Signing Off of each Executive Member in Election year by having each Executive Member read, add to or make Changes to their Job Description Sheet 1 month prior to Election Date. Compile and present any changes etc. in Job Descriptions to the Executive for discussion and vote and update Resource Book as necessary.



DUTIES AND RESPONSIBILITIES OF CLUB REPRESENTATIVES

1. Attend all meetings of the Association or have an alternate attend. (two votes maximum per club).
2. Bring any ideas or concerns from your club to the attention of your director(s) or to the Executive of the Association or to the floor of a General Meeting.
3. Participate in discussion at General and Annual General Meetings and vote on matters as required.
4. Take notes at meetings, or use information provided by the Association minutes and Valley Circle to report to your club.
5. Post the minutes of Association meetings on club bulletin boards for members to read. Make an oral presentation at their clubs Executive meeting or dance night if possible.
6. Be the ‘eyes and ears’ for the Association to inform the Association regarding events, news and proposals to promote square dancing in our area.
7. Transfer all club representative records to new club representatives.
8. Wear Association Representative dangles on your club badges. These to be provided by the Association and returned at the end of your term as club representative.
9. Advise the Association’s secretary, of dancers eligible for the 25 year dangle or 50 year pin.
10. Be responsible for:
 - (A) Receiving and updating the new information for the Dancer Resource Book.
 - (B) Making the book available to the Club members.
 - (C) Bringing the Resource Book to the October General Meeting.
11. Help promote the benefits of the Association.



DUTIES AND RESPONSIBILITIES OF THE B.C. FEDERATION REPRESENTATIVES

1. (i) The delegates to the BC Federation will be appointed by the Executive committee and ratified by the General Membership (See ByLaw 13.1H(i))
(ii) Delegates to the BC Square & Round Dance Federation will be members of the Executive committee. (See ByLaw 13.1H(ii))
2. As per ByLaw 5.1
(F) Should an Officer(s) or Director(s) wish to become an Officer(s) or Director(s) of a more senior Dance Association or Organization, they may retain their position on the Executive of the Fraser Valley Square and Round Dance association but may not hold the same office in the more senior Association.
3. The Fraser Valley Square and Round Dance Association may appoint four (4) voting delegates, who are members in good standing of the Association, to the British Columbia square and Round Dance Federation. Appointments are made bi-annually, however, should a Delegate become President of the BC Federation, an alternate Delegate shall be appointed to complete the Term.
4. Delegates shall attend the BC Federation meetings; in particular, the Annual Board of Directors meeting held in the Spring, and the Annual General Meeting held in the Summer. An Honorarium to defray the costs of attending the BC Federation Board of Directors Meeting, up to the amount agreed upon by the Executive, will be given to the delegates upon submission of receipts. Alternate delegates may be designated by the Association to attend and vote at the BC Federation Board of Directors Meetings if the Delegates are unable to attend.
5. Delegates shall ensure that they present their Region's opinion in any debate or discussion of policy or matters affecting the membership.
6. Delegates shall attend the Association Executive and General Meeting to report on Federation business. Copies of minutes of all Association meetings will be forwarded to the Federation representatives. Attendance at Executive meetings is governed by #3 of the Policies and Procedures for the Association's Executive.
7. Delegates shall report to the F.V. Association all pertinent business from the B.O.D. meeting and B.C. Federation A.G.M and make available to the Association and all Clubs copies of the B.O.D. and B.C. Federation A.G.M. Minutes and all Newsletters from the B.C. Federation. A condensed write up of all pertinent information in all B.C. Federation Newsletters is to be sent to the Valley Circle Editor for publication in the Valley Circle Magazine.



DUTIES AND RESPONSIBILITIES OF THE SOCIAL CONVENOR

1. Prepare refreshments for General Meetings and may be asked by the Promotion Committee to do Mid Term Prom and other dances hosed by the Association.
2. Expenditures for supplies to be covered by the Association. An Annual Budget will be considered for costs. Expenditures for supplies to be covered by the Association Budget per meeting is given to cover costs.
3. Menu to be at the discretion of Convener in consultation with the Association
4. Be responsible for the Association's kitchen equipment.
5. Agenda for meeting available and informed of approximate time lunch to be served.
6. May attend the Executive Meetings.



DUTIES AND RESPONSIBILITIES OF THE WEBMASTER

The Region 2 Website is the official Website of the Fraser Valley Square & Round Dance Association. The mission of the Region 2 Website is to provide to all dancers current information on all activities of the Association and its member clubs.

The website address is: <http://region2.squaredance.bc.ca>

The Website Committee consists of the Webmaster and the Calendar Editor. At the discretion of the Webmaster, others may be added to the committee as required by the workload.

1. Reports to the President Couple.
2. Responsible for the design and content on the Region 2 Website.
3. Chairs a committee of Associate Webmasters and works with them in a collaborative process. Change to – Chairs the Website Committee;
4. Liaises with the Webmaster of the BC Square and Round Dance Federation to ensure the Region 2 Website remains online and functioning within the guidelines and requirements of the BC Square and Round Dance Federation Website.
5. Updates the Region Website at least monthly with information events and content important to the Association members and clubs in a Web compliant manner.
6. Develop and maintain a means to maintain and insure ads and other documents are current.
7. Present a report to the Executive and General meetings of the Association.
8. Liaises with the other Committee of the Association to insure their content on the website is current; and
9. Works with the Valley Circle Committee to insure that club ads and information is current.

DUTIES AND RESPONSIBILITIES OF THE CALENDAR EDITOR

1. Report to the Webmaster
2. Responsible for the design and content of the calendar page of the Website: and
3. Works with the Valley Circle Committee and Clubs to obtain and update the Website with current Club and Association Events.

It is the Policy of the Website Committee that all ads and information, including request for changes and deletions, that is to be posted to the Website must be received by the committee in writing or by e-mail to webmaster@region2.squaredance.bc.ca

Revised 2014



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION



**POLICIES AND PROCEDURES FOR THE FRASER VALLEY SQUARE
AND ROUND DANCE ASSOCIATION EXECUTIVE**

1. The Fraser valley Square and Round Dance Association reporting year shall be July 1st to June 30th.
2. Newly elected officer(s) and director(s) shall be invited to the next Executive meeting following the election as an orientation session but will not have a vote until after July 1st.
3. A Federation representative couple shall attend Association Executive meetings to discuss Federation business. Both couples will receive copies of minutes of all meetings.
4. All elections of the Executive members shall be held at a prescribed Annual General Meeting. The Associations representative(s) to the British Columbia Federation is not an elected position but an appointed one.
5. Invited guests attending Executive meetings shall limit their participation to discussing matters in their area of representation and may not participate or vote in general executive matters. They will receive a copy of the minutes of all meetings they attend.
6. An officer(s) or director(s) cannot represent a club at any Fraser Valley Square and Round Dance Association meeting.
7. The Executive Committee may meet together at places they think fit to dispatch business, adjourn and otherwise, regulate their meetings and proceedings, as they see fit.
8. Directors shall maintain contact with the clubs they represent and shall make a report of club activities at the Executive meetings. If unable to attend a meeting a written report should be submitted to the Associations' secretary in advance, if possible, of the scheduled meeting.
9. The Fraser Valley square and Round Dance Association presents' dancer awards each year. (i.e. 25 year dangle or 50 year pin, 60 year cert., etc.).
10. During the dancing season the Executive visits clubs to promote the Association. All Executive members are requested to attend these visitations.
11. The Association presents a guest book and large badge to be placed on the Club Banner to clubs on the celebration of 20 years of operation and every fifth anniversary thereafter.
12. Directors should attend every Fraser Valley Square and Round dance Association meeting but must attend the Annual General Meeting.



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

13. Business of the Fraser Valley Square and Round Dance Association shall be discussed by the Executive before being enacted upon, except in an emergency situation or by new business arising from the floor during General Meetings.
14. Directors shall contact their clubs who are overdue in paying the Association Membership Fees and advise the clubs that they are no longer entitled to benefits of the Association. (i.e. lower cost of advertising, Club Chatter, etc.)
15. The Association shall advise club representatives of Executive recommendations so as to allow sufficient time for the representatives to take the information back to their clubs for discussion. The representatives will relay the outcome to the next Association meeting for discussion.
16. Club assignments for director(s) shall be decided by choice or consensus by the Executive Committee at the joint Executive meeting following an election.
17. The Association's General Meetings shall not be scheduled so as to conflict with the Vancouver & District Caller/Teachers Association meetings.
18. Reaffirmation of appointed positions will take place at the executive meeting after the elections at the Annual General Meeting.
19. At the first Executive Meeting after July 1st the Executive will appoint or confirm all non-elected positions. These positions will be ratified at the 1st meeting of the New Executive.



POLICIES AND PROCEDURES FOR ELECTION OF THE EXECUTIVE

1. The Past-President of the Executive shall be the Nominating Committee chairperson.
2. One additional couple from the Executive Committee will be designated to serve on the Nominating Committee.
3. Members of the Nominating Committee will be published in the January issue of the Valley Circle in an Election Year.
4. The Chairperson or the Nominating Committee shall conduct the Election.
5. The Chairperson or a designate will post at the February General Meeting, a list of all positions, together with the names of those nominated for the positions for the perusal of the attendees at the General Meetings. The duties and responsibilities of each position will be attached to the list of positions.
6. A copy of the Associations By-laws will be made available to all prospective nominees.
7. A copy of the Policies and Procedures of the Executive Committee and of the pertinent duties and responsibilities of the office concerning the nominee will also be made available to the nominees. (all in the Dancer Resource Book).
8. Sequence of the Elections shall be:
 - (A) President
 - (B) Vice President
 - (C) Treasurer
 - (D) Secretary
 - (E) Directors.



MEMBER CLUBS OF FVS&RDA 2017 – 2018

Abbotsford Grand Squares
Swinging Hubs
Brent's Bunch
Century House
Chilliwack Rhythm Reelers
Chuckwagon 8's
Delta Sundancers – Teen & Preteen club
Diamond Country Dancers
Guys n' Gals
Motiv8ors
Quick Steppers
Rhythm B's Round Dance Club
Royal Swingers
Squares Across the Border
Stardowners
Surrey Square Wheelers
Swinging Singles of BC Squaredance Club
Town 'n' Country Dancers
TW Twirlers
Wesburn Wranglers – Teen & Preteen Club
Wheeling 8s
White Rockers



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

DANCER



Abbotsford Grand Squares Brent's Bunch Century House Chilliwack Rhythm Reelers Chuckwagon 8's Delta Sundancers Diamond Country Dancers	Guys n' Gals Quick Steppers Rhythm B's Royal Swingers Squares Across the Border Stardowners Surrey Square Wheelers	Swinging Singles of BC Squaredance Club Swinging Hubs Town 'n' Country Dancers TW Twirlers Vancouver Motiv8ors Wesburn Wranglers Wheeling 8's White Rockers
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REGION 2 -MEMBER CLUBS

FRASER VALLEY SQUARE & ROUND DANCE ASSOCIATION



1 VICTORIA & DIST.	2 VANCOUVER & DIST.	3 OKANAGAN MAINLAND	4 KOOTENAYS	5 CARIBOU & NORTHERN INTERIOR			8 UPPER VANCOUVER ISLAND	9 THOMPSON VALLEY
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BRITISH COLUMBIA SQUARE & ROUND DANCE FEDERATION - REGIONS



BC	AB	SK	MB	ON	QH	NB	NS	PEI	NFL	NWT	NN
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CANADIAN SQUARE & ROUND DANCE SOCIETY



TEEN CLUBS

FVS & RDA is very proud to have two active teen clubs in region 2.

DELTA SUNDANCERS

Meet at Cloverdale Recreation Centre , 6188 176 St
Surrey BC.

SQUARE DANCING

Beginners.

Mainstream/Plus

ROUND DANCING

Beginners

Phase II & III.



CALLER COUPLE & CUER/TEACHER

Please Refer to the Valley Circle Annual Directory

WESBURN WRANGLERS

Meet at Wesburn Community Centre, 4781 Parkwood,
Burnaby, BC

SQUARE DANCING

Pre-teen beginners.

Teen beginners and Pre-teen

Mainstream

Plus

ROUND DANCING

Beginners

Phase II learning Phase III

Phase III learning Phase IV

Cuer practice with Phase III & IV



CALLER COUPLE AND CUER TEACHER COUPLE

www.wesburnwranglers.org

Please refer to the Valley Circle Annual Directory



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION



MEMBERSHIP ELIGIBILITY

1. A Club is a group of dancers who meet on a regular basis in a hall, recreation center, school etc. at scheduled times, engages a Caller/Cuer/Prompter, may have an Executive, and has club representation to the Association.
2. An Associate Club, which is a Caller Run Club, is one who adheres to the above criteria and may have two Dancer Representatives attend the Association meetings. (see By-laws Part 11 Section 2.5).
3. Each Club is entitled to two Representatives who each have voting rights at the Association General Meetings.
4. All dancers are welcome to attend all General Meetings but only have the privilege to vote at the Annual General Meeting.



BENEFITS OF BELONGING TO OUR ASSOCIATION

1. Any Club or Associate Club will be deemed in good standing when their Association assessment fees are paid in full.
2. A Club in good standing will receive a copy of the minutes from the General Meetings held during the year. Club Representatives should attend and vote on the business of the Association
3. Each Club, in good standing is entitled to have two people as their Club Representatives. EACH person is entitled to one vote at all General Meetings. If the official Club Representatives are unable to attend a meeting, they may have an alternate attend.
4. As the Valley Circle is the official magazine of the Association, club advertisements placed in it by a Club in good standing will be charged at the lowest rate.
5. Clubs, in good standing, may have a write-up in the Valley Circle “Club Chatter” column, which is another form of advertising. This informs other dancers of your club’s activities.
6. Clubs, in good standing, may use the “Annual Dance Register” column in the Valley Circle to list yearly events at the current cost.
7. Each Club, in good standing, is assigned a Director to contact should they require assistance or information.
8. Association assessment fees cover Clubs, in good standing, and their members for both the British Columbia Federation and Canadian Society.
9. Canadian Clubs, in good standing, and their members are covered under the Canadian Society’s **third person** liability Insurance Plan.
10. Clubs, in good standing, will be listed on the Internet through the British Columbia Federation. Clubs may also purchase their own HOME PAGE on the Internet . Please refer to Section 3 – the BC Federation aHandbook, Section 2 BC website.
11. Clubs, in good standing, are listed in the yearly Valley Circle Directory
12. The BC square Dance information Telephone (1-800-335-9433) may be used by clubs, in good standing, to provide updated, current information on special dances, new dancer classes, etc.
13. The Canadian Society also has an information line 1-866-206-6696, toll free for New Dancer Dancing inquiries. The e-mail address info@squaredance.ca or website www.squaredance.bc.ca



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION



INSURANCE QUESTIONS AND ANSWERS

1. Q: How much is the Insurance?
A: The amount for Insurance is included as part of the Registration Fee that each Dancer, Club and Association pays.

2. Q: Where does the money go?
A: The Registration Fee is broken down so that a percentage goes to the FVS&RDA for the cost of operating the Association's business, a percentage goes to the BC Federation for their costs of doing business and a percentage goes to the Canadian Society, a portion of which is used to pay your 3rd Party Liability Insurance.

3. Q: To whom do we pay this money?
A: You pay this fee to your home club even though may dance at several clubs.

4. Q: What proof does each dancer have of having paid his/her Insurance?
A: A Proof of Insurance Card is issued by the Canadian Society annually with an Insurance Number on it. It will be sent to your club and then will be distributed to the dancers who have paid their Insurance Fees.

5. Q: Why can't we pay the Insurance Fee directly to the Canadian Society?
A: It cannot be paid directly to the Canadian Society because part of the total fee which you pay goes for operating expenses for the FVS&RDA, BC Federation and the Canadian Society.

6. Q: Do we really need this Insurance?
A: Yes, each Dancer, Club and Association needs to carry a Third Party Liability Insurance as more and more companies/cities renting out halls are asking clubs to sign a contract containing a clause saying that no Dancer, Club or Association can file a Liability claim against the renter of the hall. You must carry your own Liability Insurance.
For Example: If the floor of the hall had just been waxed and was very slippery and someone was injured due to a fall on this slippery floor that person cannot sue the renter of the hall and therefore the injured person would sue the Square Dance Club for not warning you and all the dancers of the condition of the floor. Also each Club is required to record the names of all dancers who dance in their hall each night. This can be done by a check off list or a sign-in guest book.

The bottom line is each Club, Dancer and Association needs to carry Insurance.



BANNER NAPPING

These Guidelines for Banner Napping were formulated by the Fraser Valley Square Dance Association, back in 1964 and have stood the test of time.

1. To obtain a banner, there should be two squares of dancers OR one square, plus their caller to retrieve the banner, one square would be sufficient.
2. A banner should only be taken on a regularly scheduled club night, with the regular club caller at the microphone.
3. Banners should not be taken on party nights.
4. The banner of the host club only, should be taken.
5. The Fraser Valley square and Round Dance Association is not a club, so does not fall into the Banner-napping category.
6. All clubs, when banner napping, should show the courtesy of notifying the club before planning to take their banner.
7. Prior notification would prevent a problem arising from:
 - A) More than one club visiting on the same night.
 - B) Arriving to find the banner already gone.
 - C) Arriving on a night when it is inconvenient for the club to have visitors.
 - D)
8. Banners still held at the end of a dancing season should be returned to clubs whether claimed or not, rather than holding over the summer.
9. Banner should be discouraged at the end of the dancing season because of difficulty in arranging a return visit in order to claim it.
10. Clubs dancing on the same night of the week should not take banners from each other.
11. Remember, that at all times, the banner belongs to the club involved, so if they do not wish to give up their banner, it is their prerogative.
12. Clubs should be encouraged to have a traveling banner, so that their name banner need not be taken.
13. Clubs traveling to other club dances have always been encouraged by the Association to take their banner and display it at the club they are visiting.

IF THESE CANNOT BE FOLLOWED, MAKE IT WORK FOR YOUR CLUB



PROTOCOL FOR SPECIAL OCCASIONS

1. Send invitations to President/Chair of the following requesting the presence of a representative as your at your Special Event:
 - a. Canadian Society
 - b. BC Federation
 - c. Fraser Valley Association
 - d. Vancouver & District Caller/Teacher Association.
2. For a significant Anniversary (eg. 25, 40, 50 years) an invitation should go to the local government requesting a representative attend the Special Event.
3. Invitations should be mailed at least 2 months in advance of the event.
4. If a meal is included as apart of the event the Invited Guest and Partner/Spouse do not pay.
5. These Invited Guests should be on the Agenda for Special Event to bring greetings and make presentations from their respective organizations.
6. For a significant Anniversary the Club executive should do its utmost to notify as many Past Members, Past Executive, Past Callers and Past Cuers as possible of the Event.
7. A Guest Book will be provided by the FVVS&RDA to be used at the Special Event.
8. If you wish an Organization Representative to make a presentation be sure to include this in your invitation and make sure they have all details well in advance
 - eg. Names properly spelled
 - Significant event details.
 - Any special mention request on plaques or certificates.



GUIDELINES FOR FUNDING NEW DANCER CLASSES

1. Clubs in need of funding may apply to the FVS&RDA by submitting the **Application Form available here on Page 37.**
2. Clubs should have made the effort to obtain New Dancers and if feasible, work together with other Clubs to form a combined New Dancers Class.
3. Clubs shall present a budget for what they expect their costs will be for Hall Rental and Caller's Fees and include a projection of revenue expected from New Dancer Fees. Clubs should estimate how much they will be able to pay from the Club's resources to subsidize their New Dancer Class. Caller run Clubs would only have to do a budget for hall rental and revenue projection.
4. The recommended grant for a 'New Dancer' subsidy will be at the sole discretion of the Executive Committee and will depend on individual need and circumstance surrounding the application and the overall financial status of the Club. All information submitted will be confidential. The amount for any one application will not exceed \$250.00 per dance season.
5. Applications for subsidies must be received by the FVS&RDA and will be reviewed yearly. Review date for fall funding will be November 30; Winter will be March 30. Request for funds must be received prior to these dates.
6. The subsidization of Continuing 2nd Year Mainstream Classes may be considered by the FVA on individual needs and circumstances depending on FVA financial capabilities.
7. In the event that Clubs may not obtain all their requested funding for New Dancer Class from the FVSDA, they would be expected to carry out their own fund raising.
8. In the event a New Dancer Class is cancelled, every effort shall be made to find an alternative place for the dancers. Any monies received from the Association will be refunded to the Association.
9. Clubs will report the Number of Dancers who graduated at the end of the season and return Page 38 of the application form with the financial report by September 30th.



**ONE TIME FUNDING FOR DANCE CLUBS IN NEED
OF FINANCIAL ASSISTANCE**

Funding to clubs in need of Financial Assistance will be in the amount of \$250.00 and will come from the de Smit Fund. This will be a one time only funding.

Requirements:

1. A Club requesting Financial Assistance must apply by **November 30th** or **March 30**.
2. **Submit Financial Statements for the last dancing season, along with the plans for increasing the clubs' income and decreasing expenses.**
3. **Submit Financial Statements consisting of:**
 - a. **Club Operating Statement (Profit and Loss) for previous dancing season.**
 - b. **Balance Sheet**
 - i. **See page 36B**
4. **Submit Application Form for 1 Time Only Club Grant (Page.37a)**
5. The FVS&RDA Executive will review each application



**BALANCE SHEET FOR ONE TIME FUNDING FOR DANCE CLUBS IN NEED
OF FINANCIAL ASSISTANCE**

For Period Ended _____

ASSETS

Current Assets:

Cash in Bank..... \$____.____
GIC's..... \$____.____
Other Funds \$____.____
Total Current \$____.____

TOTAL ASSETS \$

LIABILITIES AND EQUITY

Accounts Payable \$____.____
Equity
Surplus \$____.____
Profit \$____.____

TOTAL LIABILITIES & EQUITY \$



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

APPLICATION FORM FOR NEW DANCERS CLUB GRANT

NAME OF CLUB APPLYING FOR FUNDING

NAME: _____

ADDRESS: _____ Postal Code: _____

Telephone # (home) _____ E-mail: _____

Paid up member of the FVS&RDA: yes _____ no _____ for year _____

Please list other funding sources and amounts that you have applied for: _____

Please list other funding sources and amounts that you have received from them: _____

Projected Revenue from New Dancer Classes:

Price per night \$ _____ per person times number of people _____, times number of nights _____ per season

.....\$ _____.

Membership fees \$ _____ (if any) per person times number of _____ people\$ _____.

Other Revenue (if any) - Recycle Sale, Money Draw, Raffles, Subsidy from Parent Club\$ _____.

Total Revenue Per Season\$ _____.

Projected Expenses for New Dancer Classes:

Hall Rental per night \$ _____ times number of nights _____ per season\$ _____.

Caller's fees per night \$ _____ times number of nights _____ per season\$ _____.

Total Expenses Per Season\$ _____.

Should there be a shortfall of more than \$250.00 for the New Dancer Classes what means will the club use to recoup the remaining Shortfall or is the club in the financial position to absorb this shortfall (Answer on back of this form).

These new dancer classes will be held on a separate night from club dance nights yes _____ no _____

This is a new club yes _____ no _____

I/we agree to submit a year/season-end report on the actual total revenue and expenses for the club for the season and to report on the number of new dancers who completed or graduated at the end of the season.

Signed _____ Date _____

If you wish to add more information to support your application, please use the other side.



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

APPLICATION FORM FOR ONE TIME ONLY CLUB GRANT

NAME OF CLUB APPLYING FOR FUNDING

NAME: _____

ADDRESS: _____ Postal Code: _____

Telephone # (home) _____ E-mail: _____

Paid up member of the FVS&RDA: yes _____ no _____ for year _____

Please list other funding sources and amounts that you have applied for: _____

Please list other funding sources and amounts that you have received from them: _____

Projected Revenue :

Price per night \$ _____ per person times number of people _____, times number of nights _____ per season

.....\$ _____.

Membership fees \$ _____ (if any) per person times number of _____ people\$ _____.

Other Revenue (if any) - Recycle Sale, Money Draw, Raffles.....\$ _____.

Total Revenue Per Season.....\$ _____.

Projected Expenses for :

Hall Rental per night \$ _____ times number of nights _____ per season\$ _____.

Caller's fees per night \$ _____ times number of nights _____ per season\$ _____.

Total Expenses Per Season.....\$ _____.

I/we agree to submit a year/season-end report on the actual total revenue and expenses for the club for the season.

Signed _____ Date _____

If you wish to add more information to support your application, please use the other side.

PLEASE SEND TO THE FVS&RDA PRESIDENT



SEASON END REPORT FOR CLUB RECEIVING NEW DANCER & OR ONE TIME ONLY GRANT

NAME OF CLUB OR INDIVIDUAL REPORTING:

Club Revenue for the Season: _____ **20** to _____ **20**

Total dancer fees for the season (include club and new dancer fees).....\$_____.

Total membership fees (if any).....\$_____.

Money Draws, Recycle, Garage Sales, Etc.....\$_____.

Party night guest fees.....\$_____.

BC Federation & FV Association Grants.....\$_____.

Other revenue (specify): Promotion Committee, Other Fund Raisers, Etc.\$_____.

Total Revenue.....\$_____.

Club Expenses for the Season:

Total hall rental for the season.....\$_____.

Total Caller's / Cuer's fees for the season.....\$_____.

Other expenses (specify).....\$_____.

Total Expenses.....\$_____.

Actual Revenue from New Dancer Classes:

Price per night \$_____ per person times number of people _____, times number of nights _____ per season

.....\$_____.

Membership fees \$_____ (if any) per person times number of _____ people.....\$_____.

.....\$_____.

Other revenue (specify).....\$_____.

Total Revenue per Season:.....\$_____.

Actual Expenses Incurred By New Dancer Classes:

Hall rental per night \$_____, times number of nights _____, per season.....\$_____.

Caller's /Cuer's fees per night \$_____, times number of nights _____, per season.....\$_____.

Other expenses (if any) (advertising / promotion, etc.).....\$_____.

Total Expenses.....\$_____.

Number of New Dancers Who Graduated at the End of the Season....._____

Signature: _____

Date: _____

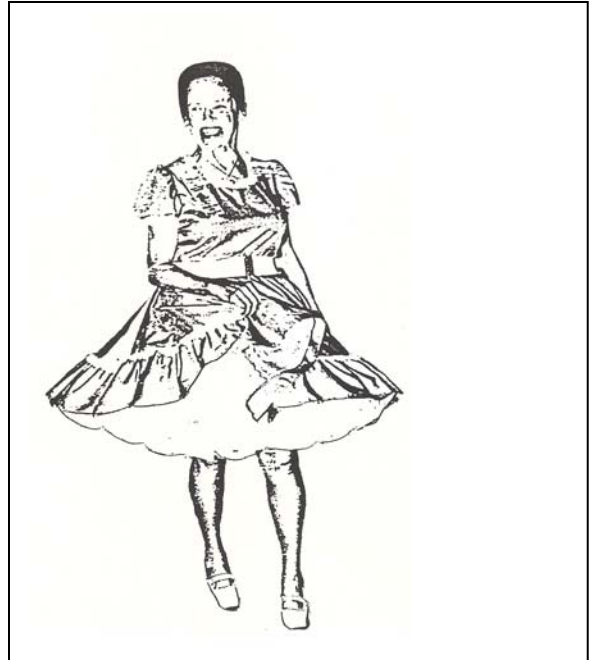
PLEASE SUBMIT TO FVS&RDA TREASURER NO LATER THAN SEPT. 30



IRENE de SMIT
Memorial fund

In 1998 the original donation of \$47,340.00, was made to the Fraser Valley Square and Round Dance Association. This money has been invested for the promotion of Square dancing. No more than 10% of the previous years bank balance may be used in any one calendar year as designated by the Association Membership in October 2005.

The FVS & RDA has used these funds to help clubs fund their new dancer classes.



Irene de Smit started dancing in the 1960's with the Lochdale Square Dance Club, with the Caller Couple Vic & Doreene Harris. Irene was motivated to do something in a very special way which would not only express her love for our recreation and reflect its importance in her life, but which would also allow others to share in her passion by helping to ensure its continuance in our region. Her estate was split three ways; The Canadian Cancer Society, the FVS & RDA and the Pacific Northwest Teen Square Dance Festival.



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION



SCROLL OF HONOUR

CRITERIA REQUIRED FOR THE SCROLL OF HONOUR

This Award is usually presented to one Dancer Couple or Person and one Caller Couple or Person annually, within the Fraser Valley Square & Round Dance Association and Vancouver and District Caller/Teachers Association.

The Honour is in recognition of the people who have gone above and beyond the call of duty and have dedicated their service to the Square Dance Community. This goes beyond the Club level and they have shown leadership to the FVS&RD Association or B.C. Federation or Canadian Society.

Should you wish to nominate a person or couple for this Honour please submit a letter highlighting their endeavors. Nominations must be received before February 28 of the year of nomination. Any nominations received after the deadline will be submitted to the next year's committee. The letters are held for a period of 5 years. Please be sure to include your name, address, phone number and your recipient's name, address and phone number.

Please send it to the current Chairperson of the Scroll of Honour Committee of the FVS&RDA (see Section 2, Page 16 of Resource Book). Marked on the outside of the envelope - "SCROLL OF HONOUR" and "CONFIDENTIAL."

This committee is made up of four couples that have already received the Scroll of Honour, usually two Caller Couples and two Dancer Couples.

If there are any questions, please feel free to call anyone on the FVS&RDA Executive list available in this book.



SCROLL OF HONOUR RECIPIENTS		
YEAR	CALLER/TEACHER/CUER	DANCER
1972		MAURICE & ETTA REITZ
1979	CHARLIE & STELLA MCGILLVRAY	MERT & ANNA ROWDEN
1980	DICK & EANNE CAMERON	BILL & MARGUERITE HEYWOOD
1981	HARRY & FRANKIE SOMMERVILLE	GWEN FLEMING
1982	VIV & MARY PALLOT	AL & ISOBEL MORPHET
1983	PETE & VIV PRENTICE	SVEND & EDNA HANSEN
1984	TED & JEAN LEWIS	
1985	DICK & ESTHER BOTHWELL	JOHN & BERNICE SNOOK
1986	VIC & DOREENE HARRIS	
1987	BRIAN & LORAIN MURDOCH	
1988	CHARLIE WALKINSHAW & SHAREL GOSS	BERT & LILIAN WATTS
1989	JIM & MARG McPHERSON	JIM & HAZEL CLARK
1990	AL & JOY BERRY	WALLY & JOYCE WEST(TIE)
		JACK & BILLIE WILSON(TIE)
1991	JOHN & SYLVIA WINTON	SID & DOROTHY GRAY
1992	EARL & ANNE BOWLES	BILL & JEAN REGAN
1993	DOREEN & DOYNE SILLERY	RON & JOAN WATSON
1994	KEN OAKLEY	ALEX & JEAN GALBRAITH
1995	JIM & MARY HARRISON	DENNIS & LEE BRAWN
1996	BURT & JUNE HARVIE	SUAN & MIEP BOOIMAN
1997	CHUCK & MARGUERITE JORDAN	BERT & BABE HODGINS
1998	BOB & TRUDY DALLMAN	MARGARET PHILLIPS
1999	JO & CLAIRE BROWN	JACK & MAVIS POLMANS
2000	ART & JANET COOKE	HELGE & ELAINE JACOBSEN
2001	KEN & SALLY CRISP	HANK & BEA KIVITS
2002	STEVE & LYNNETTE EDLUND	WARREN & PAULINE DIGBY
2003		JOE & LOUISE WITIUK
2004	DENNIS DIXON	RON & BARBARA ROBERTSON
2005	JOHN & MARY CORRIGAN	ROY & JANET BALLAM
2006		ARCHIE & MARY KENNEDY
2007	LES & CAROL BREKSTAD	ERICK & MARY HOLZ
2008	DAVE & CHERYL PLUME	LINDA EARL
2009	RON & BETTE BERGLUND	NORM & MARY COX
2010	RAY & CHRISTINE BRENDZY	GUY & BARB TRYSSENAAR
2011	DAN & ANITA ADAMS	SANDI POJE
2012	BRENT & TERESE MAWDSLEY	GEORGE & BETTY LANGTRY
2013	BRIAN & DARLENE PENNY	BLAIR WALLACE
2014	BILL & VIVIANNE KNOWLES	JOHN & GINNY CONNOLLY



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

SCROLL OF HONOUR RECIPIENTS

<u>YEAR</u>	<u>CALLER/TEACHER/CUER</u>	<u>DANCER</u>
2015	Margaret Beatty	Fred Garbett
2016	Heather Wallace	Anni & Kris Christensen



AWARDS

25 Year Dangle



The FVS&RDA recognizes and presents a 25 year dangle, anywhere to dancers that have successfully completed 25 years of dancing (NOT NECESSARILY CONSECUTIVE). This award can be attached to the dancers club badge.

50Year Pin



The FVS&RDA recognized and presents a 50 year pin (lapel pin) to dancers that have completed 50 years of dancing. (NOT NECESSARILY CONSECUTIVE). This award can be worn separately from other badges or square dance attire.

60 Year Pin

The FVS&RDA recognizes and presents a 60 year Pin to dancers that have completed 60 years of dancing. (NOT NECESSARILY CONSECUTIVE).

CLUB ANNIVERSARY

The FVS&RDA recognized clubs that obtain 5, 10 and 15 years of operation by a framed certificate stating the number of years. The FVS&RDA Executive recognized and honours all clubs who celebrate 20 years of operation and every 5th Anniversary thereafter. To honour the occasion the Executive presents a large badge to be placed on the Club Banner, along with a Guest Book.

Clubs should notify the FVS&RDA of these up coming celebrations well in advance.



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

**APPLICATION FOR 25 YEAR DANGLES/50 & 60 YEAR PINS
DANCERS AND CALLERS**

PLEASE PRINT

DATE _____

Dancer/Caller Name _____ Address _____

(Circle One)

_____ Phone Number _____

CLUB name _____

Check One _____ 25th Year Dangle _____ 50th Year Pin _____ 60 Year Pin _____

DANCERS

Please list the Clubs and their location(s) you have danced with

When you started dancing _____

Please give a brief history of your dancing

CALLERS

What year did you start to Call _____

What clubs and their locations have you called for _____

Please give a brief history of your Calling, Special Dances etc. etc.

I/We would prefer recognition be presented at Club _____ Special Dance _____

This form was completed by Dancer _____ Caller _____ Club Executive _____

Name _____

FVS&RDA USE ONLY

Received by Vice President Date _____

DATE PRESENTED _____

PRESENTED BY _____ / _____

(Print names)

(Signature)

Returned to V. President _____ (Date)

Use a plain sheet of paper for more information.



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION



DRISCOLL TEEN AWARD

BACKGROUND

The Driscoll Award, initiated by the late Harold and Sella Driscoll in 1999, is an Annual Award which recognizes both a male and female B.C. Teen or Pre-teen Dancer who have promoted dancing through leadership, co-operation, teamwork and ambassadorship. The recipients are selected by the Driscoll Award Committee established by the Fraser Valley Square and Round Dance Association for this purpose.

AWARD BENEFITS

The Driscoll Teen Award Recipient will:

- Be recognized at an Awards Presentation at an appropriate time and place
- Receive an Engraved Commemorative Plaque to display
- Have their name engraved on a Perpetual Trophy
- Receive a Framed Certificate(added in 2003 by the F.V.S. & R.D.A.) which may be copied and put into the recipients employment portfolio as a reference showing their achievements and values.

PURPOSE AND INTENT

As stated in letter, dated February 6, 2000 from the late Harold and Sella Driscoll(on file) and as engraved on Annual Trophies and Keeper Plaque(one boy and one girl);

- (a) To promote Square Dancing through leadership, co-operation, team work and ambassadorship
- (b) In recognition for promoting the aims of Square Dancing through outstanding leadership, co-operation, teamwork and leadership.

PRESENTATION

The Awards will be presented at a Specially sponsored Dance and persons in charge of Teen Clubs will be notified of all nominees in order to be sure of their presence at the Specially sponsored Dance. Award winners names will be kept secret until presentation.

Sharon Ewan, daughter of the late Harold and Sella Driscoll, wishes to be involved in the presentation if at all possible.

Address – 1395 Mill St., North Vancouver, B.C., V7K 1V5

Phone-----604-984-0115 e-mail-----sharon@gmail.com

Requests for Candidates

1. In January notifications, stating the deadline for applications to be received by the ad hoc FVS&RDA committee in and requesting letters of recommendation for qualified candidates for the Driscoll Award so the committee can make informed and fair choices. These letters may come from candidates’ peers, executive of the eligible(caller/teacher excluded) B.C. Teen Square Dance Club that participates in the Pacific Northwest Teen Square Dance Festival.
2. The previous year’s recipients must return the Annual Trophies by March 31. Keeper Plaques remain with the winners.

Eligibility Requirements

1. A nominee must be a current Member of a recognized and registered Dance Club or Dance Organization in BC, must be a resident of B.C. and may be nominated by an Active Member of a Dance Club or organization.
2. The Nominee must not have previously been the recipient of the Driscoll Teen Award.
3. The achievements of the nominee must be consistent with the purpose of the Driscoll Teen Award and must have promoted Dancing through outstanding leadership, co-operation, teamwork and ambassadorship.
4. Dance is to be interpreted as the dance forms recognized by the Fraser Valley Square and Round Dance Association and includes: Square Dancing, Round Dancing, Contra Dancing, Clogging and the activities of Calling and Cueing these Dance Forms.
5. Preteens and Teens may be nominated.



Criteria

1. When possible the Committee prefers to receive nominations in digital form, either from the website or submitted as electronic documents and e-mailed to Ron Robertson at ronr1739@gmail.com or legibly completed and mailed to Ron Robertson, 3919 St. Marys Ave., North Vancouver, V7N 1Y4.
2. The name of the nominee must be legible and spelled correctly as that text will be applied to trophies and certificates that comprise the award.
3. Comprehensive letters of recommendation from multiple adults and peers improve a successful application. Up to four(4) such letters of recommendation may be included from:
 - the nominees dance community(excluding nominees caller/cuer),
 - the community at large,
 - the nominees peer group,
 - an unrelated adult familiar with the nominees activities and achievements within the nominees dance club or organization.
4. Letters should include the following helpful information:
 - Achievements related to square/round dancing e.g awards won, acting as angels, coaching etc.
 - Achievements related to supporting the square dance club including but not limited to executive positions and volunteer work.
 - Achievements related to promoting square dancing to the outside community.
 - Achievements related to promoting the square dance club.
 - Achievements related to volunteer work and good citizenship in the outside community.
 - Achievements in balancing employment, volunteer work and advanced education with square dance club activity.
 - Examples and testimonials indicating leadership i.e. examples of peers or others who have selected the individual to a leadership position.
 - Examples and testimonials indicating teamwork, i.e. examples of supporting a committee or encouraging persons to work as a team.
 - Letters of reference which may include applicable examples of Personal Development that Square Dancing may have facilitated.

Please Note:

- All entries become the property of the Driscoll Teen Award Committee, will not be returned.
- The nominees for the Driscoll Teen Award and deliberations of the Driscoll Committee will remain confidential.
- Decisions of the Driscoll Teen Award Committee are final.
- Previously unsuccessful nominees may be re-nominated as their application is kept by the Driscoll Award Committee for a period of 5 years but updated letters of recommendation must be received with the re-nomination.

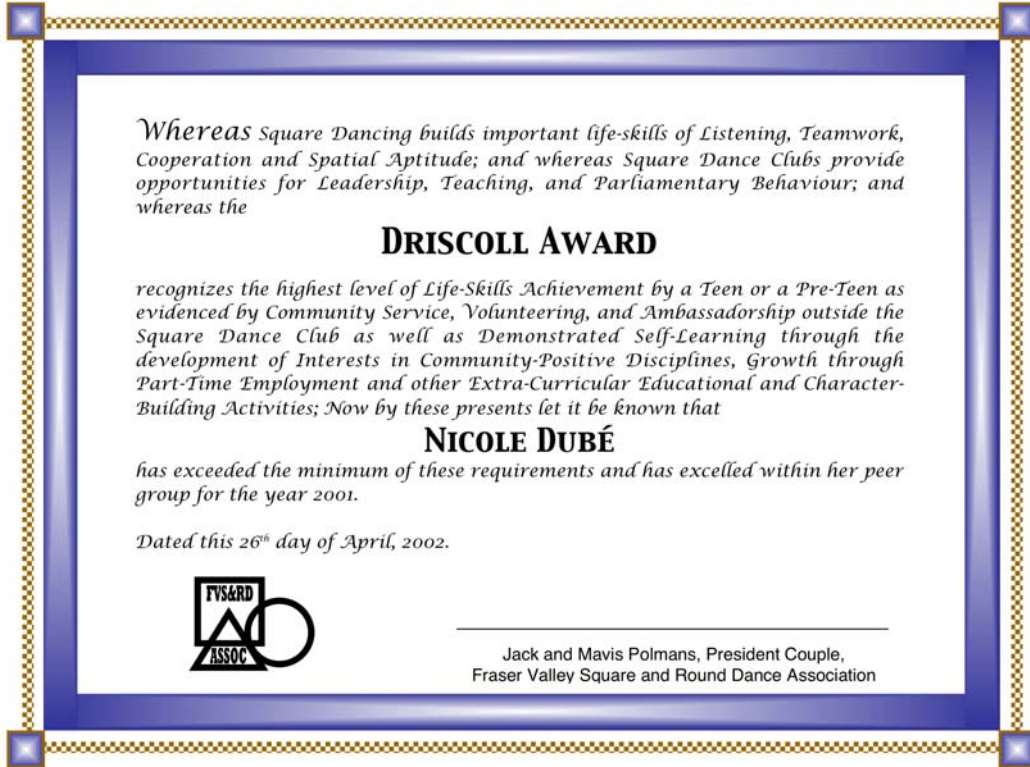
Send Nominations/Applications in a single envelope to:

Ron Robertson
3919 St. Mary's Avenue
North Vancouver, B.C., V7N 1Y4

Or e-mail to ronr1739@gmail.com



SAMPLE OF CERTIFICATE



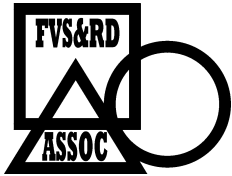


FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

YEAR AWARDED	BOY	GIRL
1999	Matt Alder	Shannon Baird
2000	Kevin Nottle	Dianna Cook
2001	Nathan Moen	Candice Berard
2002	Justin Jardine	Elizabeth Baird & Nicole Dube
2003		Heather Wallace
2004	Steven Rusch	Krista Fergusson
2005	Adam McCormack	Amanda Kindret
2006	Robin Moore	Christina Baird
2007	Nathan Ostrom	Sarah McCormack
2008	Dustin McGifford	Kristen Edlund
2009	Nicholas R. Brendzy	Lauren Chambers
2010	Ben Drake	Whitney Stuart
2011	Bobbie Moulds	Samantha Adams
2012		Tigist Astrate
2013		Samantha Holborn
2014	Tudor Ticusan	Caitlyn Brendzy
2015		Blossom Naing
2016		Amanda Mawdsley
2017	Jeffrey Corrigan	Elizabeth Wristen



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION



FRASER VALLEY SQUARE AND ROUND
DANCE ASSOCIATION
DRISCOLL AWARD NOMINATION 45c
For Pre-Teens and Teens

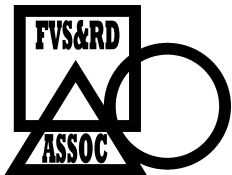
Nominee (Dancer) Information:

Nominator Information:

Family Name, First Name, Initial		Familiar Name		Family Name, First Name, Initial		Relationship to the Nominee									
Street			City, Postal Code			Street			City, Postal Code						
Telephone				E-Mail				Telephone				E-Mail			
Age		Years of Dancing		Club Affiliation				Signature							

Dance related achievements:

Please give details of the nominee's involvement teaching or assisting squares and rounds.	Please give examples of the nominee's leadership in the club
Please give details of the nominee's calling and cueing.	Please give details of the nominee's awards and evidence of championship.



Please attach additional sheets as required to elaborate on any area.

45d

Explain how the nominee has contributed to dancing as an ambassador.	Give examples of the nominee acting as a team player.
Describe the ways the nominee is active in the dance club.	Include any other relevant achievements in the dance movement.

Note: A nominee's dance related profile will be enhanced by letters or a signed sheet of peers (fellow dancers) giving reasons why they think the nominee should earn the Driscoll Award. Similarly letters or a signed sheet from adults involved in the clubs will also enhance the profile.

Note: ONLY IN THE EVENT of a tie score shared by a two or more boys or girls, the Committee may take into consideration the dancer's participation in the outside community. Achievements in this area must be corroborated by a letter from an adult outside the dance community who can speak to the nominee's achievements. Some ideas of areas of outside interest that might be appropriate are as follows, or you may attach a sheet with other germane information:

Ability to sustain Square Dance Leadership while engaged in outside employment	Outside Volunteer Work	Range of outside interests
		Loyalty to and Support of Teen Square Dancing post High School
Demonstrated Personal Development (or having overcome a setback in life)		
	MAY 15th	To: Ron Robertson 3919 St. Mary's Avenue North Vancouver, BC V79 1Y4 (604) 988-9538



VALLEY CIRCLE

The Valley Circle is the official publication of the Fraser Valley Square and Round Dance Association. The Valley Circle is published nine (9) times per year. The Valley Circle is one of the the longest running and most widely subscribed Regional Square and Round Dance Magazines of its kind.

Throughout the more than 50 years that the Valley Circle has been published, there have been 7 Editor Couples. They are:

Maurice & Etta Reitz	1960 – 1978
John & Bernice Snook	1978 – 1981
Paul & Patti-Lee Tyrell	1981 – 1985
Ron & Jackie Chaston	1985
Jean & Alex Galbraith	1985 – 2001
Blair Wallace	2001 - Present

The present Editorial Committee, is currently comprised of:

Blair Wallace	- Managing Editor & Billing
Frank McNeil	- Advertising Editor
Sandi Poje	- Club Chatter
	- Flashback Editor
	- Subscriptions

The content of the Valley Circle is primarily reliant on the ads, chatters and articles outlining the activities of the Association, its member clubs and dancers. The Valley Circle also provides a forum for the BC Square & Round Dance Federation and Canadian Square & Round Dance Society to provide details and announcements of importance to member clubs and dancers.

The February 2002 issue of the Valley Circle was the first issue to be completely prepared and published on a computer. Each Valley Circle magazine is then individually printed. Prior to this the Valley Circle was assembled as “paste-ups” on 11X17 card stock and photocopied.

VALLEY CIRCLE RATES

See the Valley Circle for Current Valley Circle Subscription and Advertising Rates. Subscription Order Form can also be found in Valley Circle or procured from person in charge of Subscriptions.



The Valley Circle Job Descriptions

MANAGING EDITORS DUTIES

Valley Circle Production & Distribution:

1. Prepare each issue of the Valley Circle for printing. The tasks involved in the preparation of the magazine include, but are not limited to:
 - Receive the issue template with advertisement from the Advertising Editor;
 - Receive the Club Chatters from the Club Chatter Editor;
 - Receive news and other articles from the Association President, Committees of the Association, the Vancouver & District Callers Association, BC Square and Round Dance Federation, Canadian Square & Round Dance Society, Dancers and others;
 - Determine the advertisement revenue from a count of the advertisements. Determine the length (number of pages) for the issue such that the advertisement revenue covers the printing costs. (Note that analysis of the Valley Circle income and expenses over the past few years has shown that the subscription revenue covers the postage, stationary and other costs);
 - Assemble the issue of the Valley Circle based within the established length using MS Publisher (or equivalent); and,
 - Prepare a final copy of each issue of the Valley Circle in the format required by the Printing Contractor;
2. Send the final copy of each issue of the Valley Circle to the Printing Contractor so that the issue is available to the Subscription Volunteer on the Friday before the 1st of the month that the issue is to be released. The number of copies to be printed is determined in consultation with the Subscription Volunteer.
3. Deliver the copies of each issue of the Valley Circle to the Subscription Volunteer such that the issues can be packaged for delivery before the 1st of the month that the issue is to be released.
4. Send a galley copy of each issue to the Webmaster (or designate);

Valley Circle Administration:

1. Will make all bank deposits and forward deposit slips to the Treasurer in a timely manner.
2. Forward copies of all invoices to the Treasurer in a timely manner; and,
3. Attend the Executive and General meetings of the Association.

FVS&RDA Square Dance Directory Production

1. Send out the “Request for Club Information Sheets” and prepare the Square Dance Directory each summer for distribution to clubs each September.
2. Maintain a Roster of Club Representatives with their current Names and Addresses .
 - a. This list to be on a Spreadsheet and include the Names, Addresses etc. of all Club Executive Members and to be given to all FVS&RDA Executive Members, Directors, Webmaster & Editors of the Valley Circle.
 - b. After a FVS&RDA Election update Spreadsheet and distribute to: B.C.S. & R.D. Federation Secretary, to all F.V. Executive, Directors, the City of Burnaby and any other groups with dealings with the FVS&RDA who request this information.



ADVERTISING EDITORS DUTIES

1. Receive all advertising from advertisers. If the ads are not ready for direct inclusion in the magazine, edit as needed. The amount of time spent editing an ad is to be recorded for possible additional billing.
2. In liaison with the Managing Editor, obtain a template copy of the Valley Circle magazine and use as the base for a specific issue;
3. Insert the completed ads in the template copy;
4. Update the template copy for the Issue and Volume number, submission dates, etc.;
5. Make note of any missing submissions and send one reminder by e-mail;
Make entries in the Coming Events for events in accordance with Valley Circle policies;
6. Receive and update the Annual Dance Registry as necessary and based on requests received from member clubs, the Association and other advertisers;
7. Forward a copy of the template copy to the Managing Editor a minimum of two

CLUB CHATTER EDITOR

Duties

1. Send reminders to Club Chatter authors a couple of days before the deadline;
2. Receive and prepare the Club Chatter articles from each of the member clubs of the Association for publication in each issue of the Valley Circle;
3. Confirm receipt of Club Chatters to the authors;
4. Editing of the Club Chatters can include, but is not limited to, content, length and appropriateness of the content; and,
5. Provide to the Managing Editor a digital copy of the Club Chatters suitably formatted for inclusion in the magazine a minimum of two weeks before the publication date of the issue.

FLASHBACK EDITOR

Duties

Prepare the Flashback Article for each issue of the Valley Circle. The Flashback article is to be selected from previous issues of the Valley Circle magazine.



SUBSCRIPTION VOLUNTEER

DUTIES

1. Maintain a current list of the Subscribers to the Valley Circle using the Valley Circle Subscription Database;
2. Prepare the annual subscription Renewal Packages for clubs and individuals.
3. Receive Subscription payments throughout the year.
4. Maintain a current list of contacts for pick-up of packages for Club Delivery of the Valley Circle
5. Provide to the Managing Editor all subscription payments received;
6. Label and package for circulation each issue of the Valley Circle;
*For all but the Summer Issue:
 - Label and package issues for subscribers for club delivery;
 - Contact the contacts for Club Delivery of issues of the Valley Circle to advise them that issues are available for pickup;
 - Prepare, package and stamp issues for mail delivery;
 - Deliver club packages to the pick-up place;
 - Deliver mailed issues to the post office; and,
 - Include Subscription Expiry notices as appropriate in individual issues prior to circulation;
- *For the Summer Issue:
 - Prepare, package and stamp all issues for mail delivery;
 - Deliver club packages to the pick-up place;
 - Deliver mailed issues to the post office; and,
 - Include Subscription Expiry notices as appropriate in individual issues prior to circulation;
7. Liaise with member clubs, subscribers and the Managing Editor to insure timely distribution of each issue of the Valley Circle;
8. On a per issue basis provide the Managing Editor with the current number of subscriptions, broken down by issues distributed by mail and by club delivery. In addition, include the number of paid subscriptions, free subscriptions (Directors, Lifetime subscriptions, etc.) and exchange magazines; and,
9. Work with the Managing Editor to update the database as necessary.

BILLING VOLUNTEER

DUTIES

1. Prepare and distribute invoices for Advertising in each issue of the Valley Circle using the Valley Circle Invoicing Database;
2. Receive payments from Advertisers and credit accounts accordingly;
3. Maintain a current accounts receivable; and,
4. Provide to the Managing editor all subscription payments received.



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION



PROMOTION COMMITTEE
THIS IS A JOINT COMMITTEE WITH THE VANCOUVER & DISTRICT
CALLER TEACHERS' ASSOCIATION

MISSION STATEMENT

We will promote our dance activities with emphasis on public awareness and the recruitment of new dancers.

Members 2017

Betty Langtry (Chairperson)	604-596-9360	langtry@telus.net
Lyle o'Hara (Past Chairpaerson)	604 583 2625	theoaras@telus.net
Ron Robertson (Treasurer)	604-988-9538	r.and.b.Robertson@shaw.ca
Ken Crisp(Secretary)	604-941-6392	kcrisp@shaw.ca
<u>Committee Members</u>		
Barb & Guy Tryssenaar	604-466-5091	bryssenaar@telus.net
Dave Hammer	604-501-0563	rockhammer002001@yahoo.com
Sally Crisp	604-941-6392	kcrisp@shaw.ca
Diane & Lyle O'Hara	604-583-2625	theoaras@telus.net
Maureen Wilson	604-916-0653	mwilson0653@gmail.com
Jean & Alex Galbraith	604-594-6415	alex_g25@yahoo.ca
David McVige	604-864-7435	hiflyr@mail.com
Wendy Krueger	778-878-4244	wkrueger@shaw.ca



PROMOTION COMMITTEE CHARTER

Composition

The Promotion Committee(Committee) shall be formed by Representatives from both the Vancouver & District Caller-Teachers Association(V&DCTA) and the Fraser Valley Square & Round Dance Association(FVS&RDA).

Appointments

The Promotion Committee shall appoint from within its own membership a:

- a. Chairperson
- b. Secretary
- c. Treasurer

Job Descriptions

Chairperson

- Serves in the position for 2 years
- Provide leadership and policy guidance to the committee members.
- Reports to the FVS&RDA and V&DCTA Executive at their scheduled meetings.
- Conducts meetings and carries out duties on behalf of the Committee.
- Chairperson position shall be rotated between the FVS&RDA and the V&DCTA if a suitable candidate volunteers, otherwise position is filled by a FVS&RDA member.

Secretary

- Serves at least a 2 year term but may be extended.
- Notifies members of upcoming committee meetings.
- Records minutes of all Promotion Committee Meetings and retains a copy for the record.
- Transmits to all committee members a copy of meeting minutes.
- Receives and transmits correspondence on behalf of the Committee.



Treasurer

- Serves at least a 2 year term but may be extended.
- Maintains a non-profit banking account with a financial institute.
- Responsible for receiving and distributing all Committee funds.
- Prepares and Annual Budget for Committee approval.
- Reports with up-to-date Financial Reports at all regular Committee meetings.
 - Pays all current bills and keep receipts.

Funding

The Committee is funded by annual contributions from the FVS&RDA and the V&DCTA. The Committee may also conduct fundraisers as deemed necessary.

Committee Purpose:

The purposes of this Committee shall be to:

- Provide seminars, workshops and information that offer training or strategy sessions to interested parties on dancer recruitment and retention.
- Research methods to enhance and support clubs with New Dancer Classes.

Added 2009

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- Encourage new people to become Dancers through the many channels that are available such as
 - newspapers ads., media, posters, handouts, workshops, web pages, demonstrations and seminars.
- Provide financial support to clubs with New Dancer programs through advertising support and dancer lesson reimbursement.
- Provide and opportunity for New Dancers to dance at an annual regional venue. Maintain records of New Dancer Classes as well as the numbers of New Dancers each year.
- Maintain a record of new dancer names, contact information and club affiliation to determine retention trends and most effective use of advertising and support initiatives.

Committee Goal:

All in all, this Committee could, and should, be a valuable asset in keeping up the numbers of Dancers in the Square Dance Movement.



FRASER VALLEY SQUARE AND ROUND DANCE ASSOCIATION

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Added October 2009

DIAMOND COUNTRY DANCERS

- WHO** Square Dancers just like you (usually mainstream level+)
- WHAT** Enthusiastic people sharing their love of Square Dancing
- WHY** To encourage people to join their local Square Dance Club
- WHERE** Just about anywhere a square of people can be accommodated
- WHEN** If we are asked, we will try to be there, with smiles on.

Diamond Country Dancers – a group of enthusiastic square and round dancers that volunteer their time to promote a fun and entertaining past time enjoyed by young and old alike. Since inception, as a registered non-profit society in 1996, the group has entertained audiences throughout the province of B.C. We have welcomed new volunteer dancers to the group, representing a cross-section of square dance clubs in the lower mainland.

We have performed at the Hyack Festival in New Westminster, as well as the Merritt Mountain Music Festival. We have also entertained potential square dancers at a number of community events, such as Champlain Heights Community Days, Vancouver’s Stone Soup Festival, Queensborough Days, Greek Festival in Surrey, Langley’s Christmas in Williams Park, Salmon Festival in White Rock, Southland Riding Club Fall Fair, and the Pacific National Exhibition, to name only a few. Our energetic group has also entertained for various schools and seniors groups and at care facilities from Vancouver to Chilliwack.

Diamond Country Dancers have a number of projects on the horizon every year, in their effort to continue an active, enjoyable, personally rewarding experience in our promoting of square dancing. We would love to have you join Us. Contact President Couple Abe and Betty Klassen at 604-594-0247 – to join the fun.

