**Minutes of Region Committee Meeting 7.30pm 11th June 2024, Petone Community House**

Present: Rod Downey, Zoe Attwood (on zoom), Lynne Scott, Sarah Epps (see below), Debbie Stephens, Janice Henson, Edith Campbell, Elaine Lethbridge, Brenda Vale

1. Apologies received from Elaine Laidlaw
2. Sarah Epps was co-opted on to the committee—welcome Sarah. (approved Elaine Lethbridge/Rod Downey).
3. The following bereavements were noted. The Branch to be notified (Brenda Vale).

Noeline McQueen (Ngaio club)

Jean Denne (Johnsonville club)

Allan Mason (Upper Hutt/Lower Hutt clubs)

1. Minutes of the previous meeting were approved (approved Rod Downey/Debbie Stephens).

Matters arising:

* Debbie Stephens and Brenda Vale have sorted out the on-line banking so Brenda is now a signatory.
* Rod Downey gave an update on the Branch hosting of the Region website. The Branch is formulating relevant guidelines and it seems all will be concluded after the July Branch meeting.
* Chris Totton was sent a ‘thank you’ card from the Region.
* Entry of Bronwyn Maysmor in memorial book. Lower Hutt club have approved a $50 donation. Elaine Lethbridge to correspond with Janice Henson over the submission of this. The Region will also send a $50 donation (approved Elaine Lethbridge/Rod Downey) for which Elaine Lethbridge will complete the form and send to Debbie Stephens for payment.
* Payments for summer dancing were approved.

4a. Summer School

Some Issues concerning clubs’ involvement in Summer School were discussed and an e-mail was sent to all clubs concerning their involvement.

Regarding the summer school committee’s request to borrow certain Region items these can all be supplied apart from tea towels, which Region does not have.

1. Treasurer’s report

This was accepted (Debbie Stephens/Edith Campbell). The treasurer to go ahead and pay summer dancing tutors, and all costs for Early dances event except now 40 x $2 rather than 37 x $2 will be paid for catering.

There was discussion over the extra cost of catering for dietary requirements for this and similar events. In future the region will pay $3/head for catering.

1. The correspondence report was noted. The request for a contact person for Region class registrations was dealt with under item 8.2.
2. The hosting of the Region website was discussed under matters arising.
3. Reports

8.1 Early Dances

The three reports were received. It was felt numbers were down from last year because the event was held on ANZAC Day weekend. Lynne Scott said the same weekend was also the time of the fiddle camp in Auckland. Next year’s date will be chosen to avoid this clash.

8.2 Region classes

Janice Henson said there had been problems with dancers finding the venue. For the 2025 Region classes the contact person will be Debbie Stephens and this will be noted on the electronic form. It was decided during item 8.2 discussion that next year Debbie Stephens would send out a “thank you for enrolling” message for every completed form and this would be accompanied by a map of how to reach the venue.

It was also decided that along with registration on-line, clubs will also be sent paper forms to be filled out for those without on-line access and these will be either sent to Debbie Stephens or brought to class. Anyone registering for the intermediate or advanced classes in this way will have to have the form signed by the club tutor to confirm that they are in the appropriate class. For those registering on-line, Debbie Stephens will check with the relevant club tutor that the chosen class is appropriate. The flyers for region classes in 2025 will also state that registrations will be checked by club tutors to make sure they are appropriate.

8.3 Archival Committee

Rod Downey reported Kristin Downey had written a report for HCH about the archives work. Archival material has also been placed on the website and clubs should encourage their members to look at this (Brenda Vale to act). The committee thanked the archival team.

* 1. Payment to musicians

Lynne Scott said currently the Region are paying $15/hour, which does not encourage new musicians. She noted the Branch states payment should be $50 for a class of 3 hours. It was decided that for Region classes this year payment would be $25/hour for each musician. This will mean looking at a possible adjustment to fees for 2025 Region classes and events.

1. Calendar

9.1 Advanced classes

As yet there are few enrolments for the August classes. A reminder will be sent to clubs a week before the closing date for registrations (Brenda Vale to act).

Tutors will also be asked to encourage appropriate club members to enrol for the advanced classes (Brenda Vale to act).

9.2 New Dancers

Janice Henson reported that Lower Hutt have met and all is organised and the programme has gone out to tutors. Lynne Scott asked that the access time for the band be confirmed as the hall is used for another purpose in the afternoon. The dance will start at 7.30pm. Janice will action this.

9.3 New Dancers’ classes

Diane Bradshaw is taking the preparation classes for the New Dancers’ celebration. Janice Henson will check with her about musicians and then contact Lynne Scott.

* 1. The possible region event involving Sharlene Penman is off. Lynne Scott will contact the Branch to see if something can be arranged for teaching training.
1. The 2024 AGM will be held in the Petone Community House to overcome the acoustical issues of earlier venues.
2. AOB
3. Lynne Scott drew the committee’s attention to the Levin Tea Dance, which is part of a two day musicians’ course. The poster for this was received from Joy Dick and circulated to Wellington clubs on 28th May.
4. Debbie Stephens had two access cards for the Petone Community House which is locked by the time the Region committee meets. She holds one and Brenda Vale has the other.
5. Edith Campbell drew the committee’s attention to a banner for use on the fence for summer dancing 2025.

The meeting closed at 9.31pm.