



Annual General Meeting 2024-2025

Canadian Alliance of Dance Artists/West Chapter

September 16, 2025

6 PM Pacific online via Zoom

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AGENDA

CADA/West
Annual General Meeting 2024-2025

 Date: September 16, 2025

 Time: 6:00 PM PDT

 Location: on [Zoom](#)

1. Call to Order
2. Approval of Agenda
3. Confirmation of Quorum
4. Verification of Notice
5. Approval of Minutes from 2023/24 AGM
6. Management Reports
 - Chair report
 - Executive Director report
7. 2024-2025 Financial Statements
8. Membership dues
 - Approval of membership dues at \$10
9. Election of Accountant
 - (Not required to elect auditor as our organization uses unaudited statements)
 - Carolyn Chan proposed to remain as accountant and to prepare our financial statements for the 24/25 year.
10. Election of Directors
 - See attached slate
11. Other Business
12. Adjournment

PREVIOUS AGM MINUTES

CADA/West AGM Meeting Minutes

Via Zoom

February 4, 2025

3 PM Pacific

AGM CADA-West

In attendance:

Victor Tran (Executive Director, CADA)

Jobina Bardai, Board Chair

Jordan Lowry-Fassina

Gemma Crowe

Jessica Wadsworth

Regrets:

Julianne Chapple

Maribeth Tabanera

Meeting Called to Order: 3:02 pm Pacific

1) Approval of Agenda:

Motion to approve: Jobina

Seconded: Gemma

2) Quorum Confirmed: 3 Board members present

3) 14 days notice of AGM was provided to membership and public, circulated through social media channels and newsletter by January 21, 2025.

4) Approval of Minutes of previous AGM:

Motion to approve: Jobina

Seconded: Jordan

5) Executive Director Report:

2023-2024 year continued the commitment to support independent dance artists

Membership for year: 135 professional members, 62 emerging, 4 student, 3 associate members

\$42,923.00 disbursed through TSP

6) Motion to approve financial statements of 2023-2024:

Motion to approve: Jordan
Seconded: Jobina

7) **Motion to approve \$10 registration fee per member to the Canadian Dance Assembly:**

Motion to approve: Jordan
Seconded: Gemma

8) **Election of Accountant:**

Motion to approve Carolyn Chan as accountant for 2024- 2025 fiscal year:
Motion to approve: Jordan
Seconded: Gemma

9) **Election of Board of Directors:**

Motion to approve the following individuals as Directors for 2024-2025:

Chair: Jobina Bardai
Treasurer: Open
Secretary: Open
Director-at-Large: Maribeth Tabanera
Director-at-Large: Gemma Crowe
Director-at-Large: Jordan Lowry-Fassina
Director-at-Large: Julianne Chapple

Motion to approve: Gemma
Seconded: Jordan



10) **AOB:** None

11) **Adjournment:**

Motion to adjourn: Jobina
Seconded: Gemma
All in favour - carried unanimously

Meeting adjourned at 3:26 PM Pacific

VERIFICATION NOTICE



ANNUAL GENERAL MEETING

You are warmly invited to join us
online September 16, 2025 at 6 PM PDT
as we conclude the 2024-2025 year

RSVP at office@cadawest.org

CADA/West Annual General Meeting for 2024-2025

Instagram shared September 2, 2025

<https://www.instagram.com/p/DOHa4Azjpdg>

Newsletter shared September 2, 2025

<https://mailchi.mp/702bbc9d002d/avbsfpab9j-10598225>

Published by Victor Tran, Program and Outreach Coordinator

MANAGEMENT REPORTS

CADA/West Chair Report
AGM
September 16, 2025

CADA/West Chair Report

CADA/West exists to pursue resources, opportunities and partnerships that empower professional artists. The organization remains steadfast and clear in its vision, mission and mandate. During this post-COVID era, our organization, like many, was challenged by the wider landscape of economic instability, reduced supports and rising costs. Many of our members, stakeholders and community have made significant shifts in the way they live and work. These challenges are across the sector and, indeed, across many sectors.

In the 24/25 year, we discovered that our organization has entered into a new phase of development, in which internal conversations and board-level strategies are the focus. The governance model, which many arts boards fit into, is one that requires collective knowledge of management and reporting practices. These skills have come and gone in the twenty-six (!) years that CADA/West has been operating. Every few years, we need to enter into an in-depth analysis of our individual skill sets and find out where our training, revisioning, education and growth-work reside. The challenges of the current era have revealed that this is what we must and will do in the next fiscal year.

Furthermore, we are sad to be saying goodbye to Maribeth Tabanera who served on the board in the 23/24 and 24/25 fiscal years. Maribeth first came into contact with CADA/West through our Meeting the Moment BIPOC residency program. Maribeth was selected for her application to create community street dance training and community-building activities. Since that time, we've seen that she is an active and well-educated artist, educator and community leader. She helped CADA/West with our dance advocacy aims and throughout our recent hiring processes. She brings thoughtfulness, care and attention to all that she does. We wish her extremely well in her future endeavors and hope to see her in the dance landscape.

As we embark on the new year, we are grateful to have been able to serve the CADA/West community in 24/25 through our TSP program and we are excited to develop more outreach and communities activities in 25/26

Yours in dance,



Jobina Bardai
Chair

Executive Director's Report

2024–2025 | Canadian Alliance of Dance Artists / West Chapter

Victor Vân Tran, Executive Director

Overview

This past year balanced steady service with important groundwork. We continued to deliver core programs, advocate nationally, and strengthen internal systems — centring the needs of independent dance artists.

Membership & Programs

The Training Subsidy Program (TSP) distributed **\$44k** between April–November 2024 before funds ran out. Newsletters and social media kept members engaged in advocacy. Membership reached 180: 120 professional, 55 emerging, 3 student, and 2 associate.

Advocacy & Partnerships

We contributed to national campaigns through the Canadian Dance Assembly and the Canadian Arts Coalition, including a letter to MP Jenny Kwan that enabled members to directly advocate for sustained federal funding. I represented independent dancers and small DASOs at the Confluence conference (Mass Culture/Canada Council), and strengthened partnerships with groups like DTRC, while continuing equity work with consultant Jordan Baylon.

Projects & Development

We developed new initiatives such as the Community Connections Program and Each One Teach One Mentorship, laying groundwork for future funding opportunities. We also completed the Wikidata in Dance Project, adding 410 entries and hosting a training workshop to equip members with open-data tools.

Learning & Reflection

- The demand for TSP underscored its essential role and the need for diversified funding.
- Advocacy campaigns showed members are eager to engage when given practical tools.
- Strengthening our existing programs through deeper delivery, partnerships, and community outreach.

Acknowledgements

Thank you to the Board for your guidance and to our members for their continued trust and commitment.

FINANCIAL STATEMENTS

Canadian Alliance of Dance Artists – BC Chapter
operating as
CADA/West

Financial Statements
March 31, 2025
(Unaudited)

CANADIAN ALLIANCE OF DANCE ARTISTS - BC CHAPTER**BALANCE SHEET**

As at March 31, 2025

(Unaudited)

	CURRENT YEAR 2024/25 March 31, 2025	PRIOR YEAR 2023/24 March 31, 2024
ASSETS		
CURRENT ASSETS		
Cash and Bank	51,816	65,911
Gaming Bank Account	250	250
Bank Membership Shares	120	120
Accounts Receivable	44,575	564
	<hr/> 96,761	<hr/> 66,846
TOTAL ASSETS	<hr/> 96,761 <hr/>	<hr/> 66,846 <hr/>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts Payable	22,659	2,125
Deferred Grant Revenue	67,000	58,000
	<hr/> 89,659	<hr/> 60,125
NET ASSETS		
Unrestricted Funds	2,102	1,721
Internally Restricted Funds	5,000	5,000
	<hr/> 7,102	<hr/> 6,721
TOTAL LIABILITIES AND NET ASSETS	<hr/> 96,761 <hr/>	<hr/> 66,846 <hr/>

APPROVED BY THE BOARD OF DIRECTORS OF THE SOCIETY:

Signed: _____

Signed: _____

Dated: _____

CANADIAN ALLIANCE OF DANCE ARTISTS - BC CHAPTER
INCOME STATEMENT
FOR THE FISCAL YEAR ENDED MARCH 31, 2025
(Unaudited)

A/C #	REVENUES	CURRENT YEAR 2024/25 March 31, 2025	PRIOR YEAR 2023/24
	<u>Public Sector Revenue</u>		
4610	Canada Council: Operating	35,000	44,000
4710	BC Arts Council: Operating	43,000	67,703
4712	BC Arts Council: Arts Infrastructure		20,000
4810	City of Vancouver: Project	15,000	15,000
		<u>93,000</u>	<u>146,703</u>
	<u>Fundraising Revenue</u>		
4410	Donations: Individuals	43	84
4420	Donations: Organizations	250	
4520	Fundraising: Event		830
		<u>293</u>	<u>914</u>
	<u>Other Earned Revenue</u>		
4210	CADA Memberships (see breakdown)	10,030	11,595
4210	CDA Memberships, unremitted (see breakdown)		
4260	Miscellaneous Revenue		400
		<u>10,030</u>	<u>11,996</u>
	TOTAL REVENUES	<u>103,323</u>	<u>159,613</u>

A/C #	EXPENSES	CURRENT YEAR 2024/25 March 31, 2025	PRIOR YEAR 2023/24
	<u>Program Expenses</u>		
5110	Training Fee Reimbursement	44,301	42,923
5157	Studio Subsidy Program		389
5159	Childcare Subsidy Pilot Program		1,642
		<u>44,301</u>	<u>44,954</u>
	<u>Personnel Expenses</u>		
5001	Executive Director Salary	31,500	18,000
5002	Communications & Outreach Director Salary		42,000
5010	Support Staff Salary	5,760	5,760
5070	Vacation Pay	1,606	3,106
5080	EI Expense	898	1,579
5082	CPP Expense	1,896	3,473
5084	WCB Expense	100	10
		<u>41,759</u>	<u>73,927</u>

CANADIAN ALLIANCE OF DANCE ARTISTS - BC CHAPTER
INCOME STATEMENT
FOR THE FISCAL YEAR ENDED MARCH 31, 2025
(Unaudited)

A/C #	EXPENSES	CURRENT YEAR 2024/25 March 31, 2025	PRIOR YEAR 2023/24
	<u>Administrative Expenses</u>		
5510	Office Rental	1,757	2,929
5540	Telecommunications	305	
5541	Utilities	300	1,200
5542	Office Supplies		545
5543	Postage		162
5545	Computer Software	4,456	2,812
5549	Insurance	875	871
5550	Accounting Fees	2,460	1,922
5552	Business Licences & Filing Fees	40	40
5553	Professional Membership Dues	446	462
5554	Professional Development: Administrator	937	1,645
5555	Professional Development: Board		37
5556	Travel: Administrative	11	1,669
5557	Hospitality: Administrative		342
5558	Miscellaneous: Administrative	131	2,361
5561	Member Expenses (PayPal)	425	464
5570	Bank Charges & Interest Expense	894	1,321
		<hr/> 13,039	<hr/> 18,781
5559	<u>Outreach and Education</u>		
MCPR3	Community Education Partnerships		523
MCPR4	General Member Outreach	281	4,159
		<hr/> 281	<hr/> 4,682
5562	<u>Studio Services Project</u>		
PROJ1	Admin/Office Supplies		2,825
PROJ2	Consultant Fees	2,684	5,638
PROJ3	Artist Fees	150	645
PROJ5	Travel		3,295
PROJ6	Miscellaneous		719
		<hr/> 2,834	<hr/> 13,122
5564	<u>BIPOC Residency</u>		
PROJ3	Artist Fees		1,733
PROJ6	Miscellaneous		153
		<hr/>	<hr/> 1,886
	<u>Marketing & Development Expenses</u>		
5600	Website Development/Maintenance	727	158
5613	Publicity/Promotion		244
5615	Hospitality: Marketing & Development		253
		<hr/> 727	<hr/> 655
	TOTAL EXPENSES	<hr/> 102,941	<hr/> 158,007

CANADIAN ALLIANCE OF DANCE ARTISTS - BC CHAPTER
INCOME STATEMENT
FOR THE FISCAL YEAR ENDED MARCH 31, 2025
(Unaudited)

A/C #	SURPLUS / (DEFICIT)	CURRENT YEAR 2024/25 March 31, 2025	PRIOR YEAR 2023/24
	TOTAL REVENUES	103,323	159,613
	TOTAL EXPENSES	102,941	158,007
	CURRENT YEAR SURPLUS / (DEFICIT)	<u>382</u>	<u>1,606</u>
	ACCUMULATED SURPLUS / (DEFICIT)		
	<u>Unrestricted Funds</u>		
3550	Unrestricted Funds, Beginning of Year	1,721	115
(above)	Current Year Surplus / (Deficit)	<u>382</u>	<u>1,606</u>
	Available Funds before Internal Restrictions	<u>2,102</u>	<u>1,721</u>
	UNRESTRICTED FUNDS, END OF YEAR	<u>2,102</u>	<u>1,721</u>

AGM MINUTES 2024-2025

Annual General Meeting 2024-2025

Canadian Alliance of Dance Artists/West Chapter

Via Zoom

September 16, 2025

6:02 PM Pacific

In attendance: Jessica Wadsworth, Maribeth Tabanera, Gemma Crowe, Jordan Lowry-Fassina, Kayla De Vos, Trina Pollard, Victor Tran, Dana Lance

Regrets: Jobina Bardai

Meeting Called to Order:

1. Approval of Agenda:

Motion to approve: unanimous

*CADA/West will reorder agenda items.

2. Quorum Confirmed: confirmed, 3 board members

3. Verification of Notice: A 14 days notice of AGM was provided to membership and the public, circulated through social media channels and newsletter by September 2, 2025. Notice was sent on time.

4. Approval of Minutes of previous AGM:

Motion to approve: Jessica Wadsworth

Motion carried unanimously

5. Executive Director Report:

Management reports represented and highlighted the success of CADA/West

Chair report: read out loud

ED Report: read out loud

2024-2025 year continued the commitment to support independent dance artists

Membership for year: 120 professional members, 55 emerging, 3 student, 2 associate members

\$44k disbursed through TSP

7. Motion to approve financial statements of 2024-2025:

Total assets \$87,761

Accounts receivable for cca funds late: \$44,575

Current Liabilities were \$89,659

differed grant revenue: \$67,000

\$22,659 comprised of outstanding payroll and bills

We were still able to maintain \$5,000 prudent reserve
\$2102 surplus on the year,
Total net assets \$7,102
Abnormality: CADA owed rent at the end of the year, it looks like we didn't pay
rent. Catching up in 2025-26.
Rent was stable and outstanding rent will be accounted for in 2025 2026
Accounted for ED salary in this 2024-25 but it is paid in current year - shows
as a liability
Total expenses: \$102,941
Total revenue: \$103,321
Current surplus \$382
Current available funds: \$201.02

Motion to approve: Jessica Wadsworth
Motion carried unanimously

8. Motion to approve \$10 registration fee per member to the Canadian Dance Assembly:

Motion to approve: Jessica
Unanimous for all voting members

9. Election of Accountant:

We cannot elect an accountant at this point.
The board will meet separately to elect an accountant.

10. Election of Board of Directors:

Motion to approve the following individuals as Directors for 2025-2026:

Chair: Jobina Bardai
Treasurer: Open
Secretary: Open
Director-at-Large: *To be filled*
Director-at-Large: Gemma Crowe
Director-at-Large: Jordan Lowry-Fassina
Director-at-Large:

Motion to approve: Jessica
Motion carried unanimously

11. Other Business: None

12. Adjournment:

Motion to adjourn: Jessica Wadsworth

All in favour - carried unanimously 6:27pm

Meeting adjourned at 6:27 PM Pacific