



*Live Lively – Square Dance!*

**The Missouri Federation of Square 'n Round Dance Clubs**  
www.SquareDanceMissouri.com

(Subject to Board approval)

**MISSOURI FEDERATION OF SQUARE 'N ROUND DANCE CLUBS, INC.**

Minutes of January 19, 2025

President Dave Shafer called the meeting to order at 12:02 p.m. at Centerview Hall, Raymore, Missouri

**Invocation** was given by Dave Byers

**Pledge of Allegiance to the Flag:** Dave Shafer

**Roll Call:** Liz Rooks. Quorum was achieved. (6 Executive Board; 11 District Directors; 3 Staff/Past Presidents).

President Shafer thanked the Live Wires of the Northwest District for hosting today's meeting.

The following guests were recognized: Roslie Mogerman, Ruth Ann Reynolds, Gene Miller, and Shirley Winans.

**Approval of Minutes:** President Shafer asked for corrections or additions to the minutes of October 24, 2024.

Fred Goucher moved to accept the minutes as presented; motion was seconded and carried.

**Treasurer's Report:** Rosa Davis reported a beginning checking balance as of October 1, 2024 of \$,2890.80; Revenue for October through December of \$11,814.44 and Expenses for October through December of \$5,414.50. The ending checking account balance on December 31, 202 was \$9,290.74. Total CDs totaled \$42,249.96 for Total Funds on hand December 31, 2024, of \$51,540.70. The Treasurer's report will be submitted for audit.

Revenue for the year includes money received from the 2023 and 1014 State Festivals.

The Check Register shows \$3,000 from the Wallace Foundation to the SE District for the 2025 State Festival. These were pass through funds and were not recorded as revenue or expense.

41 The cost for our meeting today is included in 2024 expenses as it needed to be paid in  
42 December.

43

44 **Membership and Club Longevity:** Rosa Davis reported we have 39 clubs this year.  
45 32 of these clubs received their insurance rebate; 3 clubs paid their dues late and four  
46 clubs were not eligible because they do not have members (Policy approved in our  
47 January 2024 meeting). The rebates were paid out in December 2024.

48

49 Longevity awards are awarded today to the Wheelers and Dealers (St. Louis District) for  
50 45 years started in February 1980 and to Romney's Stars, formerly Ozark Whirlers,  
51 (Central District) started in January 1955.

52

53 **Correspondence:** Liz Rooks reporting: No correspondence had been received, and  
54 no cards were asked to be sent.

55

56 **Boundaries and Relations:** Dave Byers reporting: No specific report to give but is  
57 working on a project that will be shared at a later date. Dave reminded everyone of the  
58 importance of attending the Saturday evening dance preceding the meeting, as much  
59 as possible, to show our support of the club and of square dancing in general.

60

61 **Constitution and Bylaws:** Art Kruse. No report.

62

63 **Publications:** No report. President Shafer reminded the group the Publications  
64 Chairman's position is open and a chairman is needed.

65

66 **DOIN'S Editor:** Edythe Weber reporting. There were some issues getting the January-  
67 March 2025 issue out this time. I apologize that they used the wrong file to print the  
68 magazine. I pride myself on a very professional magazine and was so disappointed  
69 when I received my magazine in the mail to see that a mistake had been made at the  
70 printer. I have addressed this with the printer and steps will be put in place to make  
71 sure this does not happen again.

72

73 Our next deadline is February 15 for the April-May-June magazine.

74

75 If there are questions, please do not hesitate to contact me or anyone on the Doin's  
76 staff.

77

78 **DOIN'S Circulation:** Penny Byers reporting. Subscriptions for the DOIN'S the July-  
79 September 2024 mailing were 201 paid subscriptions, 1 exchange copy, and 15 for  
80 staff, historian and post office for a total mailing of 217. We had 19 electronic  
81 subscriptions, 57 renewals, 7 new subscriptions and 24 copies went to new students.  
82 We will be sending out 48 postcards to subscribers whose subscriptions will expire with  
83 the January to March 2025 issue.

84

85 Financial report: The balance brought forward was \$100 with income of \$975 from  
86 subscriptions, \$50.00 deposit of change withdrawn for State Festival, \$621.00 Festival

87 Doins' Dance and \$540.00 from sale of Puzzle Books. Expense of postage \$56.00 and  
88 cost of printing Puzzle Books \$528.72. A check for \$1,601.28 was given to the  
89 Federation. The ending balance is \$100.00.

90

91 **DOIN's Advertising:** Crystle Swager reporting. We had a balance brought forward of  
92 \$100.00. We took in revenue from DOIN'S ads and caller/cuer listings of \$1,140.00 and  
93 no expenses. A check was given to the Federation for \$1,140.00 leaving a balance of  
94 \$100.00.

95

96 **Promotions:** Fred & Carolyn Goucher: The Puxico Squares are receiving a Toot Your  
97 Horn dangle that will be mailed to them.

98

99 **Member Services Committee:** Fred & Carolyn Goucher: No report.

100

101 **State Festival Site Screening:** Cathy Hall reporting: No report

102

103 **Insurance Coordinator:** Edythe Weber reporting. As of January 1, 2025, 873 dancers  
104 are insured through Missouri Federation and 135 dancers are insured through other  
105 federations for a total of 1,008 Missouri dancers in 39 clubs.

106

107 • *Thank you to the club insurance people who continue to enroll dancers for your club.  
108 Thanks for your continued hard work.*

109 • The 2025 Insurance premium is \$6.00 per dancer. This premium covers members  
110 that join your club that do not have insurance anywhere else. There is no pro-rating  
111 insurance premiums.

112 • **Do not make checks out to "Edythe Weber"**, make them out to "Missouri  
113 Insurance".

114 • **Important:** If you need to communicate with me about insurance, PLEASE use the  
115 Missouri Federation Insurance email at [moinsurance@kc.rr.com](mailto:moinsurance@kc.rr.com) . Do not send  
116 insurance info or email questions to the Doin's email address. It just delays  
117 communication.

118 • Please contact me first to get answers about insurance before going around me to  
119 Elizabeth Sanders, the USDA coordinator. If I don't know the answer, I will contact  
120 her. 95% of the time it's a quick answer.

121 • You should never delete a dancer from your roster after initial enrollment, even if  
122 they move or pass away.

123 • Remember to send me a roster of lesson names. There is no charge until they  
124 graduate.

- 125 • Don't forget to send me the new roster and appropriate funds when you add new  
126 members after initial enrollment, like after lessons or people who joined the club  
127 late.
- 128 • If you need additional information or have questions, please contact me. If I do not  
129 know the answer, I know who to contact to get it.

130 Financial Report: Beginning balance as of October 1, 2024, is \$179.61; total income of  
131 \$4,754.00 and expenses of \$4,754.70 leaves an ending balance on December 31,  
132 2024, of \$ 221.91.

133  
134 **Travel Missouri:** Debbie Moffitt reporting: Four individuals of the Southwest District  
135 received danglers for attending the 2024 State Festival.

136  
137 The bank balance is \$47.38.

138  
139 **Blue Bird Coordinator:** Penny Byers reporting: The Balance on Hand on October 1,  
140 2024 was \$104.00; there were no expenses from October through December 2024;  
141 Balance on Hand January 19, 2025 was \$104.00.

142  
143 Everything has been turned over to Crystle Swager, the new Blue Bird Coordinator.

144  
145 **Webmaster:** Dan Wheeler reporting: Not in attendance.

146  
147 **Historian:** Dan Wheeler reporting: Not in attendance.

148  
149 **License Plate:** Catherine McLemore reporting: No requests for new license plates or  
150 renewals of current plates have been received. Applications are on the website and in  
151 the Doin's.

152  
153 The bank balance remains at \$100.00.

154  
155 **USDA:** Edythe Weber reporting: If you know of a high school senior or a freshman in  
156 college in your square dance world, please make them aware of the \$2,500 youth  
157 scholarship. Deadline is February 1, 2025.

158  
159 If you know of a dancer that is marking their 100<sup>th</sup> birthday, please check out the  
160 Centennial Award. Get them recognized by USDA.

161  
162 **ARTS:** Edythe Weber reporting: Nothing new to report.

163  
164 **District Presidents' Report:** Carol Hershey, Northwest District:

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166 Carol Hershey has been selected as chairman of the Square Dancer of the Year  
167 Committee. August 1, 2025, is the deadline for submitting nominees for this award.

168 The form to be completed will be online and available in April. There were six nominees  
169 in 2024.

170

171 Northeast District: Peppy Promenaders had 2 graduates from their lessons held in the  
172 fall. Plus lessons will be starting shortly. Tanglefoot Squares is currently having  
173 lessons with 6 women students. District Dance is April 12. The District will be hosting  
174 the state meeting on April 13; location to be announced shortly.

175

176 Southwest District: Feb. 16 is the Doin's Dance in Mt. Vernon and May 17 is the District  
177 dance with a Hawaiian Luau theme also in Mt. Vernon. The Kountry Kuzins had 8-10  
178 students in lessons. The Trail Blazers currently only have 1 dance a year.

179

180 Central District: The Travelers had 8 students graduate from lessons and 7 have  
181 signed up as club members. The district would like to see a club started in Sedalia.

182

183 St. Louis District: Four clubs currently holding lessons. West County Spinners is  
184 hosting a game night in February to promote fellowship within the club. The Singles  
185 and Doubles have 10-15 students currently in lessons. May 3<sup>rd</sup> is their District  
186 Dance/Jamboree with both an afternoon and evening dance. The Jefferson County  
187 Squares folded in December and Kevin Bersing has formed a new club, Friendly County  
188 Squares in this area. They do not have dances on a specified schedule.

189

190 Northwest District: February 1 is their Blast Dance for mainstream and plus dancers. A  
191 number of clubs have lessons taking place at various locations and times. July 26 is  
192 their District Dance.

193

194 **Youth and Children's:** Connie Graham reporting: Not in attendance.

195

196 **Mo Fed Scholarship:** Bob & Shirley Turner reporting: Scholarship applications are due  
197 by March 1, 2025 according to the written report received.

198

199 **2025 State Festival:** Nanie Hawkins reporting: Thanked Dave & Penny Byers for their  
200 assistance in getting the monetary award from the Wallace Foundation to help with the  
201 state festival.

202

203 Reminded everyone to get their hotel reservations made before September 1 to be able  
204 to take advantage of the discounted rates. They have had to order the second round of  
205 T- and Polo shirts. Have received 55 paid registrations and 15 complimentary  
206 registrations. Feels plans are progressing as they should; asked for anyone to let her  
207 know if there is anything else she needs to be doing that she is not aware of.

208

209 Additionally, she reported she and her husband had attended the Beta Convention and  
210 while there they gave lessons to 17 of the kids who were present. They felt the kids did  
211 well even though they did not place.

212

213 The Little Squares are still active and moving along. In December they were on  
214 television related to their dancing at the “Sounds of Christmas” fundraiser to raise funds  
215 for cancer.

216  
217 **Special Funds Committee:** Art Kruse reporting – No report.

218  
219 **Unfinished Business:**

220  
221 President Shafer presented Immediate Past Presidents, Merle and Madeline Hall, with  
222 an appreciation plaque for their two years as Federation presidents.

223  
224 2024 State Festival Report: Cathy Hall, Show-Me Dance Chair reporting:

225  
226 **Overview:**

227 The 65th Missouri State Festival Show-Me dance was a great success. Held in Sedalia  
228 Missouri, there were nearly 300 dancers who hailed from Missouri and 8 other states.  
229 The featured caller was Ken Burke from Tennessee and the cuer was Mary Townsend-  
230 Manning from Utah. Additionally, there were 19 Missouri callers and cuers plus 2 trio  
231 groups that took the stage.

232  
233 The St. Louis Metro District was the sponsor and planner for the dance. There was a  
234 small group of volunteers who were the chairs of several committees each as the  
235 workload for the committees could be spread out during the year of planning and  
236 preparation. During the Festival itself, many volunteers stepped forward to make a  
237 lighter workload on all.

238  
239 With all the work and planning we were able to turn a nice profit to the Federation and to  
240 the STL Metro district.

241  
242 **Financial Details & Registration:**

243 A total of 299 registrations equated to \$7,895. This included 41 complimentary  
244 registrations for callers, cuers, past presidents and partners. 120 took advantage of the  
245 early bird special by registering prior to November 1, 2023. There were 53 walk-ins at  
246 the dance, 23 no-shows.

247  
248 Registrations brought in 43% of the total earned income. Other income sources  
249 included generous donations from the Wallace Foundation of \$3000 and the City of  
250 Sedalia of \$500, shirt sales, silent auction, clothing resale, food court, cash raffle, 50/50  
251 pot, and program book ad sales.

252  
253 Our expenses that were not covered by income areas just mentioned included  
254 Caller/Cuer luncheon, featured caller and cuer fees and fairground rental.

255  
256 Our total earned income (not counting the initial loan from the Federation) was  
257 \$18,097.70. Total expenses paid out were \$10,285.15. That left a gross profit of  
258 \$7,812.55.

259  
260 With 20% of Festival profits going to the sponsoring district, that means the STL district  
261 received \$1,562.51 and the Missouri Federation received a check for \$6,250.04. Profits  
262 were distributed in 2024 and the books are now closed.

263

### 264 **General Event Highlights and Notes:**

265 **Contracts** - Caller and Cuer – Caller and cuer were contacted about 18-24 months in  
266 advance of the dance. They were asked what they would charge for the  
267 dance instead of us offering a price. Their offers were fairly low so we upped  
268 them a little. They also received 2 nights free hotel. The original cuer needed  
269 to cancel 9 months prior to the dance due to health reasons. After some  
270 frantic calls, another national cuer was found.

271 **Hotel** – Booked a block of 50 rooms at the Hampton Inn for a good rate (\$107/night).  
272 This block also included 2 free complimentary rooms which were used for the  
273 caller/cuer. The room block sold out but the hotel honored that rate for about  
274 another 20 rooms.

275 **Event Space** – the Mohler Assembly Hall at the Missouri State Fairgrounds was  
276 for the third year in a row. The main space works fine for general dancing, food,  
277 auctions and other activities but the only additional room available is really too  
278 small for rounds and squares. For a very small additional fee, the fairgrounds set  
279 up all 426 chairs and 60 tables used. It was well worth it.

280 **Shirts** - Tee-shirts went on sale at the end of the prior year's festival in 2023. Seventy  
281 shirts were sold the first night. We had an initial shirt order of 100 so an  
282 additional order of 68 was placed. Additionally, several people specifically  
283 requested polo shirts and were willing to pre-pay for them. A special order for 15  
284 was placed. The printing on that order "bled through" and was not the quality the  
285 printer wanted. They sold those to us at less than half their normal cost so we  
286 ended up with 30 polos and they all sold out. I would suggest stocking some  
287 polos in the future. The chairman also visited many dances and district dances  
288 across the state in order to sell shirts. Between 2-10 shirts were sold at each  
289 location. Overall, there were 183 shirts purchased and 136 sold at an overall  
290 profit of \$751. There were 47 tees remaining which were donated to a homeless  
291 shelter. Based on previous festivals, it seems like 120-140 shirt sales (tees &  
292 polos) would be appropriate.

293 **Scheduling** - Local callers and cuers were asked if they wished to call and 19 agreed.  
294 We opted to have the featured caller/cuer call for the last hour on Friday as they  
295 are in town anyway and being paid, why not use them? Dancers liked the extra  
296 time with them. Saturday AM was locals on squares and rounds in one hall and  
297 square & rounds workshops in the large hall. Putting the local callers and cuers  
298 in 10-minute slots is a very big task taking a lot of time. Some callers only do one  
299 level of calling, or could only call during a specific timeframe or day. There was  
300 also an hour of Hex dancing which was well received but fewer dancers were  
301 involved. Perhaps in the future, eliminate the Hex or have other dancing  
302 available.

303 **Program Book** - We were intending on doing just a small program booklet but the ad  
304 requests kept coming so all were accommodated. Ended up with 24 paid ads,

305 many of them full page, for a total of \$605. Many additional pages were included  
306 as free pages for districts and other festival use. Final total was 28 inside pages  
307 and full printed front and back covers. All printing was black/white with the covers  
308 being purple cardstock. Only a highlight of the dance schedule was printed in the  
309 book; a full schedule sheet was provided at time of check-in. Total profit  
310 after printing, was \$300.

### 311 **Other Income Areas -**

312 Win-Win Cash Raffle – Tickets were distributed to clubs in April. Clubs were able  
313 to keep 50% of the ticket sales. Of the \$2000 in total sales, clubs kept \$1000.  
314 Cash prizes of \$300, \$150, and \$50 left a net profit of \$500.

315 Split the Pot (50/50) was popular, netting nearly \$200.

316 Silent Auction was set up on tables along the side of the hall. Baskets and items  
317 Were donated by clubs and individuals. With no expenses incurred, there was a  
318 profit of \$925.

319 New To You Resale Shop – Clothing and dance related items were all donated.  
320 Customers made donations for their “purchases” based on what they felt the  
321 items were worth. Many items found new homes and the total donation was  
322 \$575.

323 Show-Me Café – Snacks, coffee, donuts, snacks and ice cream were offered all  
324 day. There was a Taco Bar featured at the lunch break which about 60 people  
325 took advantage of. An additional 50 or so people attended the Caller/Cuer

326 Luncheon so that means more than  
327 100 stayed onsite to eat. All offerings were very well received. Total profit was \$600.

### 328 **Caller/Cuer Luncheon**

329 All callers and cuers and their partners plus past presidents were invited to  
330 attend the luncheon on Saturday. Food was catered from a local source and  
331 snacks and water bottles were provided all day in the room. There was a good  
332 showing of people however several said they would attend but ended up not  
333 attending so there was extra food. The food was packed into to-go boxes as  
334 meals and sold in the Show-Me Café for \$7.00. About 20 meals were sold and  
335 dancers used them as their dinners that day.

### 336 **Random suggestions:**

337 Accidents – The registration desk needs to have a basic first aid kit handy. There  
338 are probably many retired medical persons in the group and they should be  
339 known to several people in case of an accident. Also, it would be very beneficial  
340 for several people to know the location of an AED defibrillator on the premises in  
341 case of any heart issue. Have the general Accident Report Form on site so it can  
342 be filed appropriately if there is any issue. There was a bad fall on the parking lot  
343 of the fairgrounds for which an ambulance was called. Dancer insurance is being  
344 filed for that.

345 Signage – Post the dance schedule in several places around the venue. We  
346 enlarged the schedule and posted on easels for easy viewing.

347 Make a project plan – Keeping notes and tracking of progress, particularly in  
348 Excel, makes things go smoothly. Keep track of items that are now done and  
349 what needs to be completed. In Excel it is easy to add items, make notes, mark  
350 completions and not lose track of where you are in the overall scheme of things.



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**Committee Members**

The St. Louis Metro District organized this festival with the help of several people outside of the district. There were about a dozen key people in charge of various areas, with multiple areas per person, plus there were many additional helpers during set-up on Thursday and Friday who pitched in to help. The same happened Saturday night. It was great!

Many, many thanks to all those who helped plan, set-up, clean-up and attend the 2024 Show-Me Dance!!

Website Committee Report: Dan Wheeler was not present to give a report.

Publications Report re: Fed Facts Magazine: President Shafer reported according to Edythe Weber the Fed Facts folks were not interested in pursuing a merger at the current time.

Travel Missouri Update - Debbie Moffitt reporting: Debbie explained how the current program is structured. She had checked with states surrounding Missouri and the only state with a similar program is Tennessee; she explained how their program is structured. She shared some ideas of possible revisions. The committee will come back to the April meeting with a written proposal for revamping our program.

**New Business:**

President Shafer shared he would like for the committees and programs we have to work on having a display or something similar at the state dance to share information about the purpose of their committee and how it benefits square dancers to hopefully get more dancers interested.

The list of the 2025 Committees was distributed and will be available on the website.

Art Kruse, 2<sup>nd</sup> Vice-president, asked for permission to update the Standard Operating Procedures for the responsibilities of the 2<sup>nd</sup> vice-president to be in alignment with the Standing Rules. (Refer to the wording of this proposal at the end of the minutes.) Following discussion, Art's request was approved.

Dan Reedy asked for a letter of recommendation from the Federation supporting his bid as candidate for the position of Plains Region vice-president of the United Square Dancers of America. President Shafer will write the Letter of Recommendation and send it to the USDA.

Rosa Davis presented the proposed 2025 budget for the Federation discussion and approval. She explained the adjustments she had made based on what has actually been occurring. Proposed budget was approved.

396 The next state board meeting will be April 13, 2025; location to be announced. The  
397 Northeast District will host.

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399 A motion was made by Fred Goucher to adjourn, was seconded, and carried.  
400 Meeting adjourned at 2:10 p.m.

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404 Respectfully submitted,  
405 Liz Rooks  
406 Secretary

407  
408 Proposed Update to 2<sup>nd</sup> Vice-President's Standard Operating Procedures Document:  
409 Appendix C

410  
411 Standing Operating Procedures (SOP) June 9, 2020–January 19, 2025

412  
413 Second Vice President

- 414
- 415 1. **PURPOSE:** To establish and govern the position of Second Vice President for the Missouri  
416 Federation of Square 'N Round Dance Clubs, Inc.
  - 417
  - 418 2. **SCOPE:** This SOP applies to the Second Vice President of The Missouri Federation of Square 'N  
419 Round Dance Clubs, Inc. The Second Vice President can use this SOP to know and understand  
420 the duties of the Second Vice President, and should be used when performing the functions of  
421 Second Vice President.
  - 422
  - 423 3. **AUTHORITY:** The Missouri Federation of Square 'N Round Dance Clubs Inc.
  - 424
  - 425 4. **References:** Missouri Federation of Square 'N Round Dance Clubs, Inc. Constitution and Bylaws  
426 (Working Rules).
  - 427
  - 428 5. **MEMBERSHIP:** The Second Vice President has a base membership of one (1) member or couple.  
429 The Second Vice President is elected annually by the Missouri Federation of Square 'N Round  
430 Dance Clubs, Inc., Board of Directors, to serve a one year term.
  - 431
  - 432 6. **PROCEDURES:**
    - 433 a. **RESPONSIBILITIES OF THE Second VICE PRESIDENT:**
      - 434 i. To preside at meetings of the Missouri Federation of Square 'N Round Dance Clubs, Inc. in  
435 the absence of the president and the First Vice President.
      - 436 ii. To serve as a member of the federation executive committee. (Items below this were  
437 renumbered by 1)
      - 438 iii. To serve as Chairman of the Constitution and By-Laws Committee.
      - 439 iv. To serve as the assistant chairman of the State Festival Site Screening Committee.
      - 440 v. To attend all meetings of the Federation Board of Directors.
      - 441 vi. Should the position of First Vice President become vacant during the term of office, will with  
442 the approval of the Board of Directors, assume the position of First Vice President.

- 443       vii.     To provide a report at each meeting of the federation detailing any activities that they have  
444             initiated or participated in since the previous meeting, such as:  
445             1.    Visitations to member clubs or districts.  
446             2.    Any actions that affected the federation since the previous federation meeting.  
447             3.    All other activities or full-filling of federation responsibilities.  
448       viii.    Shall perform all other duties related to the position of Second Vice President assigned or  
449             required.

450

451 **Comments:**

452

453 **Suggested change is to incorporate text found in Standing Rules, Article XI, Appointive Standing**  
454 **Committees, Section 4. Standing Committees, Paragraph C. Constitution and By-Laws Committee,**  
455 **subparagraph 1. The text that the 2<sup>nd</sup> Vice President is the Chairman of the Constitution and Bylaws**  
456 **Committee is not stated in the SOP for the position. The additional sentence is inserted as item ii. with**  
457 **the remaining items renumbered.**

458

459

DRAFT