



Committee Reports

Communications Report

Throughout the year, and particularly since the beginning of the pandemic, communication for our Footnotes members is vital. Email notices continue to be sent to the membership, with most members receiving news and updates via email.

The email communications system is used for the following purposes:

- Greetings, check-ins and well wishes
- Important information from the Board of Directors
- Costume information
- Changes to class locations
- Workshops
- Registration information
- Company members wanting to purchase/sell dance shoes
- Lost & found items
- Special events
- Social activities and invitations

To eliminate duplication as well as ensuring accuracy of information, all notices regarding activities, events, etc. must be approved for distribution by the Board. All documents are emailed using both Word and PDF format. When notices, posters, etc. are sent to me for the membership, please consider sending them in both formats for ease of distribution. Please advise both Diane Wood and I of any changes to email addresses or telephone numbers so that your communication from the company is not interrupted.

I will continue to manage the RSVP's to events and activities once they resume. It is my pleasure to serve the Company in this role. I am open to any suggestions or ideas regarding the methods of communication.

Respectfully submitted,
Shirley Bainbridge, Communications Chair

Community Show Report

The Burlington Footnotes had two Community Shows until we were disrupted like everyone around the world with the COVID-19 epidemic. Who could have imagined this! The first was our annual Christmas show at the Allendale nursing home in Milton on Dec.5, 2019. The second was the annual Burlington Seniors Center Bistro on Feb.8, 2020. Both shows were extremely successful. This was due to all of our enthusiastic, wonderful performers, teachers, assistants and everyone else who contributed to making these two shows such a huge success. I am so very grateful to them for volunteering much of their time to these Community shows. Many of the performers have told me that they enjoy and appreciate having the chance to perform in shows other than just the Gotta Sing Gotta Dance show in June and also to be able to use their costumes more than once. Maybe we could think about advertising the Community Shows extensively in the future to give our performers the opportunity to participate in more shows throughout the year. In the meantime stay safe and healthy!

Respectfully submitted,
Judy Sloan, Community Show Chair

Note: We are continuing to look for someone to take over the music for the Community shows.

Fund Raising Report

Any new fund-raising projects have been put on hold due to the pandemic. We still have two ongoing fund-raisers. Mabel's Labels are still available. They have new items available on a regular basis. Designate your purchase to benefit Footnotes of Burlington. We also have the special note cards. They are available for sale (5 cards for \$10). There are 5 different themes. Contact Sharryn at 905-335-2896 and leave a message and delivery can be arranged. I want to thank everyone that helped with the fund-raising over 2019. Hope that next year we can return to more fund-raising.

Respectfully Submitted,
Sharryn Putns, Fund Raising Chair

Marketing Chair Report

As chair I am responsible for contacting bus tour companies with pertinent information re: GSGD, ticket sales and collection of payment. I would also be meeting with volunteers to coordinate initial tour groups, senior centres and residences regarding GSGD.

Since we did not have a GSGD show this year I did not have to do anything.

I have met the former Marketing Chair, Beverly Doran, to review the lists of groups and the scope of the job. Once we are in a position to return to planning for the GSGD shows, I will resume the marketing work.

Respectfully Submitted,
Susan Prichard, Marketing Chair

Hearts and Flowers Report

I am asked by the Board to submit cards and flower to be sent to members and family of members at times of illness and loss of loved ones.

This year I have sent cards or made donations to Andy Miller, Mary Kelly, Kate Lowe, Gail Collins, Doreen Stedman's husband, Tommy Patterson, Bob Urbasik, Brenda Fewkes, Diane Wood, Rosemarie Maurice, and Marg Daniels.

I am also responsible to purchase flowers for the teaching staff at GSGD which did not happen this year due to the GSGD show being cancelled.

Respectfully Submitted,
Mary Hopkins, Hearts and Flowers Chair

Historian Report

There is very little history to report this year, however there is a historical event to report. We are all aware that COVID-19 changed everything for the Footnotes for the 2019-2020 season, and possibly for the 2020-2021 season as well.

GSGD 2020 was postponed and all performance classes were cancelled. Costumes were unfinished and hopes were shattered. There have been few artifacts to amass this year (*ie. pictures, programmes, and promos*). Any pictures I could add from the fall of 2019 would be greatly appreciated.

I have retained emails sent out from the Board from March 2020 that kept the membership informed of decisions made on their behalf. They tell the story of how COVID-19 affected the Footnotes and represent our history for this season.

Respectfully submitted with belief for the future of this amazing organization and the talents of its' wonderful membership.

Stay safe,
Denise Potter, Burlington Footnotes Historian

Sponsorship and Advertising

My responsibility was to keep track in a spreadsheet the amount of money received from sponsors with their contact information. I would have prepared the packages with the information for the advertisers, so they are available for whomever would be approaching possible advertisers.

Since we did not have a show in 2020, I did not do any of this.

Respectfully Submitted,
Lydia Nijboer, Sponsorship/Advertising Chair

Membership Report 2019-2020

Burlington footnotes membership for the 2019-2020 fiscal year is comprised of 114 members.

The make-up of the membership is as follows:

Full membership: 82

Family membership: 12 families (for a total of twenty-four members)

Associate membership: 8

Thank you to all Burlington Footnotes members for your continuing support.

Respectfully Submitted,

Diane Wood, Membership Chair

Photo Shoot Report

Due to the COVID-19 pandemic, our classes and the 2020 GOTTA SING GOTTA DANCE shows at the Burlington Performing Arts Centre were cancelled. As a consequence, I have nothing to report as the Photo Shoot Chair. If the annual Photo Shoot had happened as scheduled, my responsibilities would have included:

- confirm date and photographer for current season
- meet with photographer to discuss: feedback from prior shoot; size and cost per print; ordering; distribution
- various reminder memos to the company
- liaise with Rosemarie regarding the order of photographs
- liaise with the Social Committee Chair in the planning of the follow-up luncheon/brown bag picnic
- arrange runners/costume assistants for the day of
- distribute photos at registration
- report to members at the AGM

Like all members, I am hopeful that we will return to classes and our annual show soon.

Respectfully submitted,

Kate Lowe, Photo Shoot Chair

Public Relations Report

This past Fall Lynda had jointly planned to send a friendly letter to the Retirement Homes and Tour Operators who typically arrange group attendance at our Show. Our message was to be "So sorry we were not able to put on our Show for you this year but looking forward to seeing you in 2021." The purpose was to simply keep the Footnotes name in mind for their future planning. Bev had called Tour Operators to try and ascertain how their business was going and therefore what their plans might be and, while some are hopeful others are uncertain that group outings will go ahead. So we decided to postpone sending out a communication until we can say something definite.

When we get back to having a Show then here are the PR Steps we would follow.

- Identify a key 'story' to attract media attention. For example, in the past we have featured the Spice Guys and Thelma.
- Contact local newspaper contacts (Robin McGinley is very good at this) and pitch our story to them.
- Write a Press Release about the Show/Footnotes/Item of interest, e.g., 20th Anniversary, and email to all media contacts: radio, magazines, newspapers, online media, TV stations, etc. with the goal of obtaining publication and/or an interview.
- Offer a presentation to local Clubs, e.g., Retired Teachers of Ontario, to talk about Footnotes and promote the Show
- Send a communication to the Mayor and Councillors requesting they place information in their newsletters and online sites.

Respectfully Submitted,

Lynda Hill - Past Chair, Public Relations

Anne Patenaude-Dugosz - Current Chair Public Relations

Web Editor Report

Due to COVID-19 the website was not updated in the usual manner this year. We currently have an overlay message regarding COVID-19 on our home page to inform the public of our position with regards to GSGD 2020 and classes for 2020-21.

The registry on the members only page has been updated for the 2020-21 season. Please take the time to review to ensure that your information is correct.

The Footnotes continue to use Susan Rogers of Axcess Design as our Web Master. Our website is "user friendly" which allows Veronica Smith along with myself to update information and add content.

Thanks to Veronica who was of great assistance once again this past year.

Respectfully Submitted,

Rosemarie Maurice, Web Editor

Social Committee Report

The last Christmas lunch that we had was on December 12 2019. Penny Hambly was still the chair but had just assumed the role of president so **Gail Liatsis** took over as chair in January 2020.

The last Christmas lunch was a wonderful time to socialize with present and some past members. As usual the support in making it successful was amazing. You were so generous in donating articles and purchasing tickets for the raffle baskets. We made up 35 baskets and brought in \$845.00.

We thank the following people:

- The ladies who made up the 35 baskets- **Patti Hoyle, Mary Kelly, Bev Matson, Shirley Munroe, Sharryn Putns, Cheryl Steep and Diane Wood**
- **Sharryn Putns** who made up the centrepieces
- **Bob and Donna Murray** who picked up the food
- **Denise Potter** our elf, who made the coffee and tea
- **Jane Paterson** and **Patti Hoyle** who made delicious extra desserts
- All the people who helped set up, sold tickets, and stayed to clean up.
- Thank you to everyone for all your kindness and support in supporting our Christmas lunch.

Normally the Social chair would also help with the 2020 Photo Shoot and organize the 2020 GSGD show after party. Due to COVID-19 since we did not have a show all these events were cancelled. Sadly, even the Christmas 2020 lunch did not happen.

We are hoping that we will get back to dancing in the Fall of 2021 and again have our Christmas lunch.

Respectfully Submitted,

Gail Liatsis - Social Chair

Penny Hambly – Past Social Chair