



General Meeting

Thursday, May 8th 2025

Time

18:00 - 22:00

Location

Luca(s) place

Board

Matthias Mayer, Cora Tampe, Cara Ammann, Robin Renggli, Alexandre Elsig, ~~Lorenzo Petrella~~, Carolina Nolasco, Chantal Huber

Team & Guests

Georg Teufelberger, Marc Blöchlinger, Lidiia Dubenska, Tom Haidinger

Mitteilungen Ressorts

Gebt einen kurzen Überblick:

- Was ist seit dem letzten Board Meeting in euren Ressorts passiert?
- Woran habt ihr gearbeitet?
- Was steht als nächstes an?

Präsidium

The recruiting “offensive” took place in a few courses but generated around 5 (check) interested people. Definitely worth trying it again next time we are in need of people.

We failed to attend KR, sorry 🙄

Räume

Mirek has access now and started to help.

Rooms for summer are almost booked, still waiting for a couple permits. Course plan is updated from rooms side.

I think Siemens Auditorium in HIT could be nice to hold dance events, it is quite large. Planning to write to the responsible for its booking and find out if that is an option.



I need a person who is a TAB for StuZ facilities until Mirek takes their courses (beginning of next semester). If you are one or know who is, please tell me 😊

Events

Springprom happened on March 29th, organized by Melody. Was a great way of doing an event nevertheless.

TQ BBQ happened on the 1st of May. Was great to see many faces there. We've expected 35 people.

Summerbar is going to happen together with Polyband on Monday, 12th of May. We still need helpers. Sign up here:

https://docs.google.com/spreadsheets/d/1yf3GUtF5ZkiJbormo2pTBDscBK_5Oa-MWrd-mBF3l4/edit?gid=0#gid=0

I sadly won't be there, but Lucas is taking over :). And a huge shoutout to Lorenzo who is literally spending his full day at Summerbar.

ETDS

- Ablauf mit den Finanzen wurde mit Tom geklärt
- Merchandise ist bereit für die Bestellung (Vorschau folgt)
- Vertrag mit SDS ist aufgesetzt und unterschrieben
- Vertrag mit Megatron folgt bald
- Aufbau der Technik wird bereits am Donnerstag stattfinden
- Helferschichtenplanung ist up to date
- Zeitplan für ETDS erstellt, Arbeitstag zum 'durchspielen' ist geplant
- Materialliste ist in Entwicklung
- Catering wird Ende Monat abgeklärt mit Allergien
- Technikplanung ist im Gange (Matthias plant 60 Lampen...)
- DJ-Planung für Nicht-Turnier-Musik ist am laufen
- Design-Konzept ist fertig
- Design-Helfer:innen werden noch rekrutiert
- Workshops vom TQ und mit Vova sind geplant und teilweise schon im Gange

Finanzen

- Neues Team: Nicolas Karmitz und Marc Blöchliger
- Löhne Spring Part 1 sind ausgezahlt
- Löhne Winter 2025 werden am 25.06. ausgezahlt
- Nicht alle Lehrer haben alle Infos im Profil -> @IT Pflichtfelder bei Registration?
- Lehrer brauchen Teils Lohnsuzüge mit Stunden pro Tag -> @IT Gibt es dazu bereits ein Tool?
- Ab 2026 wird es ein neues Lohnverwaltungstool von Seite VSETH geben



Tanzadmin

Partners so far so good - still problem with website access (pending for 3 weeks), but Robin put ads on newsletter instead. Upcoming: mail to all partners with info about payments & how to put courses on website (as soon as Robin has access)

- Tanzclub Academia Zürich is going to do their flyer spreading, Ballroom teachers are informed.
- Bailadoro has signed contract and event is coming (advertising)
- WCS Zürich & Forro no news

Course planning summer: Will try to have proper courses during summer (hopefully enough people care), and teachers will get a survey for that today/tomorrow.

IT

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Kommunikation

Two new people in the team! For poster delivery + design. Onboarding is in process. Thanks for recruiting offensive!

10' Begrüßung & Check-In

[Feststellung] Check-In

On the count of three say a word!

Matthias: three

Cara: hase

Marc: tree

Alex: banana

Georg: banana

Cora: blue

Carolina: potato

Tom: water

Robin: three

Chantal: tree

**[Feststellung] Protokollführer:in & Zeitperson**

Protokoll: Marc

[Feststellung] Beschlussfähigkeit

Es sind 7 Vorstände anwesend. Wir sind beschlussfähig.

[Entscheid] Agenda

geplante Zeit	Traktanden Punkt	tatsächliche Zeit
18:20	Check-in	18:17

15' [Anregung] Check-in from Tom**Tom**

Tom can only be here 10min, so let's start

Tom: happy with salaries payments and contract work in 2025

- First salary batch (spring courses) done, second will be today (winter courses forgotten)
- 71% people paid had a contract, yay! Should be better next time, hopefully

Melody may take over board place after end of semester

Renting rooms: going mostly well, sometimes not though. In

Lidiia is taking it over. During summer it's fine, during semester not. No board member until today, so we still struggle with getting enough rooms as we need a lot. ETH cancels (Foodlab) very late and sometimes even forget to cancel. Agreement was cancellation at least a week in advance. No real contract right now, only mündliches agreement with supposedly (Matthias) manager of foodlab. It's been a problem since at least 2 years. Currently we can just use the room for free. We would be fine with paying, if we then can get the room for sure. So no cancellations anymore. We lost quite a lot of UZH rooms in the last year, that's why we need foodlab now. -> Tom will check if he can find out better deal.

Tom announcement: New system for intakes next year,

- Matthias asks Tom that he and Chantal can get access to the 0519-VSETH TQ drive. Tom adds them to the group.
- Tom: new Pflichtfelder for teacher sign up, before they can get assigned. Matthias: this would give us some restrictions on IT admin side, so not totally doable, but we could add



some big disclaimers for teachers who are missing information. Not really a decision done, just the common agreement that it is our job to have their information, as we are legally required to pay the salaries on time.

Tom leaves, Lidiia arrives

Discussion:

Possibilities:

- either get rooms from ETH -> we are displayed on the room screens
 - @ Lidia will check what it costs and what the other consequences would be

[Entscheidung] Genehmigung des letzten Protokolls

Das Protokoll 📅 2025-03-20 Tanzquotient Boardmeeting wurde akzeptiert.

Protocol is accepted

[Anregung] TODOs

Replacement tool website is in construction, examples can be found in Discord

Alex didn't yet write down room rental agreement in wiki, will do so soon

Talks between Talk and Commteam haven't started yet, they'll meet next week to talk about it.
-> Carolina will reach out to Karl

Alex didn't talk about admin teams about recording recaps yet

(cross out when done)

- ~~Matthias: write message about replacements, then~~
 - ~~Alex: Informs teacher about replacement structure~~
- Alex: write down agreement with room rent in wiki
- ~~Chantal: inform Alex about show group decision~~
- ~~Chantal: create google sheets to coordinate recruiting offensive in courses, inform people~~
- Karl: talk to Commteam about advertising helping at ETDS for TQ people → Carolina will reach out to Karl
- Alex: talk to admin teams about recording recaps
- ~~Lorenzo: update GCG / ABB~~
- Präsidium: offboard Lena and Lucas
- ~~Gara: Propose some options for the TQ Team Event.~~



Internes

5' [Anregung] Recruiting needs

Chantal

If anybody has any recruiting needs for their team, now's the time to speak up. Otherwise I'll send a general info mail about how to get involved at TQ to all people who have indicated they would like to help in the last course evaluation survey.

Event team would like some people. Melody is taking it over, but there's no one else now.

Other teams have enough people.

Giuseppe, Daniel, Mihael will be contacted later this year, when needed.

Alex is away during Summer and needs someone to fill the gap. Alex Troesch is maybe interested? Matthias asks Alex (the one not on the board) in Vienna to ask Alex (the one on the board) on how he can help him.

Robin is kind of away and doesn't have a job on the board, but as representative of Salsa she would be very welcome on the board in future too, as the board is currently very ballroom heavy.

Events

10' [Diskussion] Overlap of people within team

Mat/Cha

While thinking about recruiting the question of structuring "sub-teams" within resorts came up. Currently we have many people in the events team who are responsible for one single task and are wondering how beneficial/detrimental this is.

Pro overlap: people are more involved in TQ in general, have a better understanding of how we work and who is part of TQ, are willing to help out with other events/issues that arise,

Contra overlap: People might only want to take on small responsibilities, might not be interested as much in other events,

What do we think?

Should we restructure Event team? Currently it's divided for the different events, maybe we should this differently?

Cara, many event people only want to do their event and nothing more.

Matthias: It would make sense for having one person per event responsible and a group of helpers for all events.

Chantal proposes to advertise an event team.



Cara: people in chat don't feel responsible when work has to be done. Team may be too big, thus making each individual feel less responsible. Vision is to have a team of 4 people. They meet every few months and the split up the event responsibilities. Currently everyone just does their own event and nothing else. -> Summed up we need people, who are committed for more than just their own favourite event.

Event team in past wasn't set up as a team, but as a collection of people who do their events. Let's create out of that a team of less, but committed people -> Task for Melody when she takes over from Cara

Carolina: Meeting of event organizers and Cara didn't work out because event organizers didn't all care enough about it.

5' [Diskussion] Tanzwochenende

Chantal

We had the idea last year but it died off again. Are there motivated people? Is it too late for this year anyway? Are we too busy this year with a big event like ETDS and should try to organise it for 2026?

Everyone likes it, but noone has capacity for it right now, so we push it to the next board meeting.

15' [Diskussion] Team Awareness

Cara

For our BBQ I've sent out invites to all on Discord and their TQ mail. The Pick-the-date-sheet was answered by 29 people and the final invitation was answered by 39. That still leaves more than 20 people completely unaware of what is happening (I even took very uncomfortably their private e-mails from the members list).

How can we get/ stay in contact with our team? Are they even aware of their TQ email? Have you had a full team meeting?

We do not like that we do not know every team member of TQ. The TQ BBQ was our trial for getting to know everyone.

Every new teammember should show up and each teammember must attend once per year-> Boardmembers are responsible for enforcing it

Problem may be, that if the participation is a must, it's not fun. So we'd need to combine the meeting with something else? Maybe just food before and not after.

Discussion over what do we exactly need: a lot of team members or less, but committed ones.

Chantal will contact teammembers with rules concerning attendance at least once per year at board meetings.



New boardmembers should check out the wiki and read all of it.

Alex: Default price for courses hasn't been updated from 35 to 40 CHF.

IT

Finanzen

Tanzadmin

5' [Anregung] Streamlining communication with teachers Georg

Doing sign-ups for a semester now and feels like communication about things is a bit all over the place from my experience. Maybe that was also because I reached out to teachers directly instead of going through Tanzadmin?

Solution could be as simple as using teacher group chats more actively.

Not sure if this needs to be addressed but I thought I'd mention it ☹️

Georg: Did Anmeldung for a semester, found out that communication between teachers, anmeldungen and teachadmin is difficult and spread out over multiple channels. (Whatsapp, Discord, Email) We need a list of active teachers, or some tool to contact active teachers.

Subdiscussion: Delay or shorten classes a lesson gets cancelled. Mathias recommends to never delay classes, as it's a hassle to contact teachers, book rooms, etc. It would be nice to have an automated tool to send vouchers to participants if a class gets cancelled. It's the job of tanzadmin to send those vouchers if a class is cancelled.

5' [Anregung]/[Diskussion] Course Checklist Matthias/Chantal

discord message:

hello @Tanzadmin @Ballroom-Admin @Salsa-Admin @Bachata-Admin @Räume @Anmeldungen

@Matthias Mayer and I thought about how the process of creating courses could be improved and thereby minimise mistakes & miscommunications between all people involved. I've created a very simple checklist on our wiki as a first suggestion. The idea would be that this checklist gets copied into a new page for each offering and only until all respective parties have given their okay we can proceed with publishing courses or opening sign up for example. We've so far included what we thought about in the checklist but since you guys would be using it it's totally up to you to modify it to your needs. I personally don't have a strong opinion where this checklist is, the wiki is convenient as it is quite easy to structure and find but a google doc/spreadsheet could work too.

The only thing I ask of you guys is to come up with a viable solution of some form to improve communication between each other for the next offering. As of right now it looks like our board meeting won't be too busy so we could allocate some time to discuss this in a smaller group on thursday. Let me know what you think!



<https://wiki.vseth.ethz.ch/display/0519TAN/Checklist+Courses>

There's now a proposed process by Chantal on how to create a course. This is thought of as a proposal, to be adjusted and improved upon when you create a new course. See swiss cheese model, it's about that we do many errors, but if we have many safety measures, then we'll catch every point of failure.

Räume, Tanzadmin and Anmeldungen will meet and plan how to do course sessions during summer.

Info: Payments only get overdue after the course period

Kommunikation & Marketing

Varia

10' [Anregung] Please take 10 minutes to update your team Chantal

https://miro.com/app/board/uXjVKbq_feY=/

1' [Information] Leaving the board

Cara

I'm stepping down from the board—time to swap meetings and running around during events for new adventures, and hopefully more dancing and less responsibility. It's been real.

Thanks for the chaos, the laughs, and the friendships for life. I'll still be around—catch me at the next event, just not running around this time.

Thank you all—it's truly been a pleasure.

Cara thanks her fellow board members for the nice time, sadly won't have time next week for the Summerbar.

5' [Entscheidung] New Board Member Marc (Finanzen)

Matthias

Answer for us: who are you? which resort? what do you want to do? why do you want to join?

Marc: taking over finances from Lucas and because Lucas was in the board he now wants it too xD. No, he'd like to be part of the decision making and he really likes dancing and finance so here he is.

Decision: einstimmig angenommen

5' [Entscheidung] New Board Member Lidiia (Räume)

Matthias

Answer for us: who are you? which resort? what do you want to do? why do you want to join?

Lidiia: similarly to Marc, wants to know what happens and be part of it, also the social aspect of joining the board.



Decision: einstimmig angenommen

10' Abschluss

[Anregung] TODOs

(copy undone ones from above and collect new ones from meeting notes)

- Alex: write down agreement with room rent in wiki
- Karl: talk to Commteam about advertising helping at ETDS for TQ people → Carolina will reach out to Karl
- Alex: talk to admin teams about recording recaps
- Präsidium: offboard Lena and Lucas and Cara
- Lidia/Rooms: think about paying food&lab
- Tanzadmin/Rooms/Anmeldungen sit together regarding swiss cheese (checklist for courses to avoid single point of failure for mistakes)
- Chantal: send a message to all team members about expected attendance to one board meeting every year
- all board members: update your miro structure (or Matthias creates something new and in his opinion better)
- board: decide on Tanzwochenende at board meeting after ETDS
- Chantal: organise next board meeting (thursday again)

[Feststellung] Check-Out

Where gossip? Cara is counting on Karl... crickets

But somebody at SPH launched a new dating platform → do it for the plot?

[Entscheid] Nächste Sitzung

tbd on discord