

Minutes of the Instep Research Team meeting 30<sup>th</sup> January 2010.  
St Mary's Gateshead.

Present: Ednie Wilson (Chair), Simon Harmer, Jo Harmer, Toby Bennett, Mats Melin, Hazel Hall, Lynnette Eldon, Sue Jenkinson, Chris Metherell, Alex Fisher.  
Observers: Mike Cherry, Frances Alison, Geoff Hughes  
Apologies: Harry Cowgill, Jethro Anderson.

## 1. The Ellwood Project

It was agreed that this project should be undertaken. The sources were getting older and the technology has improved to allow us to handle the large volume of information.

There was discussion about what we would be aiming to produce ( book / DVD / video / education pack etc), but it is hard to define until we know more about the materials available.

It was suggested that we start by collecting steps from the identified sources. It was felt valuable to put the steps in a social and historical context, with suggested lines of questioning to contacts. A summary of the project to give to the contacts would be useful too. EW suggested she could apply for a Heritage Lottery Grant to help fund the project. The applications need to be in by the end of March, which may be a useful deadline to work to for the first phase of exploring and defining the project.

### ACTION POINTS:

CM to set up an e-mail group initially.

CM to send out a list of the known contacts and last known locations to the whole group.

ALL to send in information on what materials they have to identify the gaps.

CM and LE to collate and compare steps recorded.

HH to start a list of suggested questions for contacts.

ALL to add more questions to list.

EW to investigate lottery funding administration.

## 2. Publications

EW suggested she write to the various authors who are no longer with the team to check they are comfortable with any changes / amendments in the content of the booklets.

It was suggested that the content of the books (as well as the notation guidelines) should be available free on line. This would widen the possible access to the steps. Others felt that dancers preferred paper copies, valued them more if they paid for them, and the income, though small, was useful.

It is not urgent to reprint any of the books at the moment, and a decision can be delayed until we find out if the authors are happy with this change too. The decision about possible purchase of an ISBN number is therefore delayed also.

#### ACTION POINTS

EW to write to the authors to confirm if they happy with changes to the content, and whether they would be happy to have their work available free on line.

### 3. Financial Issues

EW proposed that CM would assess how much money in the INSTEP account was due to the Instep dance team. Some other members of the group felt they did not know anything about the position, but were happy to let EW make the required arrangements to clear the confusion between the dance and research finances. EW agreed to write to the Instep dance team members asking what they would wish to happen to their share of the finances and then make the necessary payment(s).

#### ACTION POINTS

CM to check accounts.

EW to write to dance team members.

### 4. Roles and Responsibilities

It was agreed we need a formal constitution, and officers to undertake various roles. CM had a sample of a generic constitution. It was felt that, with little meeting time remaining, this document should be sent by e-mail to everyone for comment and amendment. After this the officers can be decided. This can be done by e-mail too.

#### ACTION POINTS

CM to send out constitution.

ALL to respond with comments and amendments.

EW to collate comments and amend constitution accordingly.

### 5. Future Projects

It was felt that we had enough of an elephant of a project to be getting on with. Individuals will, however, have some of their own researches ongoing.

### 6. AOB

HH raised the thought that we could be involved in trying to promote the dance form, and its development, by encouraging dance showcases (not competitions) at festivals etc. These would favour creativity, originality, and entertainment.

SH raised the issue of workshop teaching rates.

These issues were deferred for discussion due to lack of time.