



RSCDS Vancouver Branch Board Meeting
9:30 a.m. Saturday, December 14, 2019
SCC Library.
MINUTES

Present: Heather Hankin, Vicki Downey, Tereza Cabral, Janet Mason, Fran Caruth, Barbara Kisilevsky, Christine Cardinal, Sandra Anderson, Stewart Cunningham, Gillian Beattie, Sue Biddle

Regrets: Donna Main

Recorded by: Sue Biddle

Call to Order by: Heather Hankin at 9:31 a.m.

Approval of the Agenda: Motion to approve the Agenda: proposed by Fran Caruth, seconded by Janet Mason - Carried.

Approval of the Minutes of November 2, 2019.

Motion to approve November 2nd Minutes: proposed by Tereza Cabral, seconded by Vicki Downey - Carried.

Business Arising from the Minutes:

1. **Branch Awards** –Sandra feels that if an ‘award committee’ is formed, it should contain members from different clubs. Sandra will ask Jill Andersen and Dave Jackson if they are interested in forming a committee with her. Stewart prepared Attachment 1/5, which is a proposal for guidelines for giving awards. Stewart feels that the Board should choose and approve recipients of Branch Awards and that they should not have to refer to a committee. There is a Branch Awards document on the website. Stewart is suggesting that this document be updated and has provided some proposals. Vicki Downey made a motion to accept the amended guidelines as proposed in Attachment 1. Christine Cardinal seconded the motion. – Carried.
See Attachment 1/5

2. **Report on Promotional Campaign Meeting on Wednesday November 6th.**
See Attachment 6
A follow-up meeting will be held this winter or spring.

Branch Administration:

Vice President’s Report: Vicki Downey has cards to be signed for the staff. Vicki asked what the budget should be for gifts for the staff members. Stewart suggested \$50 for Darryl and \$30 for the other staff.

Treasurer's Report: Stewart Cunningham amended the Branch Retained Earnings figure to \$21,876.59. The statement does not yet reflect the dues payable to Head Office in Edinburgh, which will be about \$7,000.00.

Stewart has been contacting Katherine regarding other expenses for Betwixt and Between. Stewart is also concerned about booking a flight for Colin Dewar (a musician for the Heather Ball), as he is unable to get the exact spelling for his name.

Monday and Wednesday night classes are making a positive contribution. Stewart moved to adopt the Treasurer's report, Gillian seconded. – Carried
Stewart needs to file a report to Revenue Canada each year. He is obliged to report the Board members' birthdates. Stewart feels that this could be an infringement on privacy.

He suggested that there be someone on the Board appointed to decide on privacy issues.

Sandra said that the Society Act requires that there be a Privacy Officer on the Board

Fran made a motion to appoint someone to review the legal requirements and functions of a Privacy Officer for this Board. The motion was seconded by Gillian. – Carried

There is information available on the Provincial Society Act and CRA websites. Stewart has agreed to research these sites and present information at a future meeting.

There are privacy guidelines on the RSCDS website. These guidelines were uploaded to the website by Paul Lowe about 3 or 4 years ago.

Corresponding Secretary's Report:

Gillian sent a card to Gerry Stensgaard and an email to Janice Lowe. All members received a survey from RSCDS U.K.

Membership:

Membership Report:

Barbara discussed the membership report. **See Attachment 7.** We have increased our membership from 235 last years to 236 this year. We have 25 new members over all. This means that we lost 24 members from last year. Barbara informed the Board that there are no birthdates recorded on the Membership Directory.

New Dancers & Branch Membership Incentives & Rewards:

One of the benefits of Branch membership is access to a newsletter. With half-year memberships of \$40, members receive an electronic newsletter. With half-year memberships of \$50, members receive a printed copy. Heather has been advised that the additional \$10 does not cover the mailing costs. We should look into increasing the price.

Recruitment and Retention:

Janet discussed the debriefing meeting on November 6 at Vicki's home. There were eight attendees. From the discussion it was determined that 'Word of Mouth' is the best method for bringing people in. Janet believes that the 16 new Vancouver members have been recruited through Dancing in the Park, the Introductory Class in August, and Meet-Up. Janet would like the newer people to tell their story. She reported that we have about 90 'Meet-Up members' and she would like to put the Robbie Burns dinner on the Meet-Up site. It cost approximately \$90 to join the site for six months and Janet will find out how much it will cost to renew.

Sandy Caruth sent Heather a document titled Privileges & Advantages of Membership.

Another document is titled 'So Its Your First Dance. These documents would be good guides for our new members.

Archives:

Search for Archivist: Heather advised Sandra, who had offered to contact people about the search, that the job description for the Archivist is on the website. Stewart suggested Rosemary Coup. Rosemary did take documents to the Vancouver Archives in 2010. Janet suggested we contact Rosemary to ask if she is interested in taking the position and if not could she offer a suggestion for an Archivist.

Fran brought up the challenges of where to store the information.

Publicity:

Publicity Director:

The British Heritage group advised Janet that the British Heritage festival would take place from February 17 – February 23, 2020. We declined to participate because it coincides with our Love to Dance workshop on February 22nd. We will also not be participating in the Wellness show as it would be too expensive and in the past we have not gained any new dancers.

Facebook: Vicki suggested retaining Louise Steinway as our Facebook director even though she is still residing in Montana. Heather will talk with her at the Betwixt and Between dance.

Dem Team:

Performances have started today in Dunderave in West Vancouver. Burnaby's Entertainment Team has many upcoming performances.

Visits to Clubs: Heather visited the Deep Cove Advanced class, West End, Wednesday Program class, Monday Intermediate class, Monday Beginner

class, and Thursday Thistles. Heather also approached two people at a VSO reception and they have now joined the Burnaby Club.

Equipment:

Tereza reported that there are now only two cupboards. Tereza feels that we are storing too many unnecessary items. Sandra and Christine and Tereza will go through old food items and discard any excess.

Dancing and Teacher Development:

Fran proposed that we give “Thirty Popular Dances, Vol. Two” and the accompanying cd by James Coutts and his Scottish Dance Band, as a gift to the teachers. – Carried.

Branch classes upstairs start at 7:00 on Mondays and downstairs at 7:30. On the last Monday of each month the upstairs class will join the downstairs class. Fran will put this information on the website.

Sandra and Fran held a challenge class for the advanced dancers on November 22nd. Fran invited 50 dancers and 24 attended. It was very well received.

Kay Sutherland’s report on Step Dancing for the fall of 2019.

See Attachment 9&10

Events:

Highland Games: Donna has reported that the Highland Games Committee has decided to move Scottish Country Dance from the main stage to a smaller stage, as there is a conflict with the BC Highland Dance competition. Fran is concerned that this action will mean the end of Mass Dancing at the Games.

See Attachment 2

Lady Aberdeen: The 2020 Dem Team will host Lady Aberdeen.

The Lady Aberdeen raised \$2200. Heather delivered two cheques of approximately \$1100 each: one to the Honour House and one to the Kidney Foundation. Lady Aberdeen report **see Attachment 3**.

Tereza suggested organizing a picnic in the summer. Fran suggested that we organize it just before dancing in the park.

Betwixt and Between: Katherine is returning on the 23rd of December.

Burns Supper: Carolyn reported: The British Consul is unable to attend The Burns Supper. Hamish Jackson has agreed to do the Toast to the Queen. The deputy mayor will be attending and she will be receiving a free meal. There will be five people receiving free meals. The wine glasses will be delivered.



Carolyn also rented water glasses. The Catering contract has been hired and a \$500 deposit paid. Haggis has been ordered from a British butcher in Surrey. **See Attachment 8**

Gill reminded Carolyn to set aside some underground parking for the dignitaries.

Fran said that last year the Branch offered free dance instruction before the Burns Supper. Fran proposed offering free dance instruction (to those attending the Burns Supper) on January 8th and 15th. Christine seconded the motion. Barbara argued that the classes on January 8th and 15th should be free to all attending, as those dancers who regularly attend the Wednesday night class are RSCDS members who support the Branch all year, not just one event. We are charging non-branch members \$10 more for the Burns Supper. Janet suggested asking Katie McCullough to put up a Burns poster at SFU.

Love to Dance: Sue to check with Paul about getting the records of those that have registered through PayPal.

Dancing in the Park: Tricia Barker (parks board commissioner) suggested coordinating with First Nations groups and creating a dance.

News of Members:

Mary Gavan suffered a fatal heart attack recently while boarding a plane to India. Mary was a member of 'The Tellers' story telling group. The group held a memorial for Mary at the Peace Centre on Friday December 13th, which Barbara, Alan, and Cathrine attended.

Patsy Jamieson broke her wrist.
Gillian Muir had an eye operation.

Isobel Warcup is one of our oldest dancers. Tereza suggested sending a birthday card.

Nell Bird is having her 100th birthday this year. The Burnaby dancers will be dancing at her care home for the event.

SSCS: Stewart reported that we the RSCDS will not be assessed for space usage at the centre.

USCS: Peter Richards reported that there is no representative of RSCDS on the Board. Heather to clarify what Peter means. **See Attachment 4**

Additional Business: When issuing written reports, the RSCDS logo with the crown should not be close to the Vancouver logo.



Vancouver
dance scottish



Stewart would like to have a discussion about the make up of the Board.

Motion to Adjourn

Fran moved to adjourn at 12.35 pm. Fran made the motion, seconded by Barbara.

Next meeting is January 4th at 9:30

Attachment 1
Attachment 2
Attachment 3
Attachment 4
Attachment 5
Attachment 6
Attachment 7
Attachment 8
Attachment 9
Attachment 10

Branch Awards Report
BC Highland Games Report
Glenayre Report
USCS Report
Revised Branch Awards Report
Promotional Campaign Meeting Report
Membership Report
Burns Supper Report
Step Dancing 2019 finance report
Step Dancing fall 2019