



**Vancouver**  
dance scottish



**RSCDS Vancouver Branch Board Meeting**  
**9.30 am. Saturday, November 2<sup>nd</sup>, 2019**  
**SCC Library.**  
**MINUTES**

**Present:** Heather Hankin, Vicki Downey, Teresa Cabral, Janet Mason, Fran Caruth, Barbara Kisilevsky, Christine Cardinal, Sandra Anderson, Stewart Cunningham, Gillian Beattie.

**Regrets:** Susan Biddle and Donna Main.

**Recorded by:** Gillian Beattie.

**Call to Order by:** Heather Hankin at 9:32 am.

**Approval of the Agenda:** Motion to approve the Agenda: proposed by Christine Cardinal; seconded by Janet Mason. - Carried.

**Addition to Discussion:** The following changes were made to the Agenda:  
Under II Branch Administration - add Treasurer's Report as IV B.  
Change Corresponding Secretary's Report to IV C.  
Under IX Events - change C to 'Love to Dance' and D to 'Dancing in the Park'.  
Reletter items entered as C, D and E to E, F and G.

**Approval of the Minutes of October 5<sup>th</sup>, 2019.**

Fran asked to have 'Love to Dance' added to the list of Events. In the last sentence under the Corresponding Secretary's report, Gillian noted that Fran Caruth, also, was sent a welcome card.

Motion to approve the minutes as amended - proposed by Fran Caruth, seconded by Teresa Cabral. Carried.

Motion to approve the In Camera minutes as corrected - proposed by Vicki Downey, seconded by Barbara Kisilevsky. Carried.

Fran thanked Susan for a job well done for Susan's first set of minutes.

**Business Arising from the Minutes.**

1. **Number of Attendees at the AGM** - 46. Number supplied by Barbara.
2. **Branch Cupboards** - Teresa reported that the Kitchen cupboard has been emptied and relinquished, and that any outstanding keys should be returned to Darryl. The few items from the Heather Ball still in the cupboard on the stage will be looked at by Alison Moen and Gail Urquhart, on November 9<sup>th</sup>.



- Anything they wish kept will be transferred to the cupboard under the stairs. Teresa asked for assistance with some items, including sound equipment, in deciding what to keep. **Action: Board Members**
3. **Job Descriptions** - still a work in progress. Peter will be contacted about finishing this. Stewart feels there should be a set format for these.  
**Action: Heather and Peter**
  4. **Legacy Fund and Non-Profit Status** - see Stewart's note attached. There was a general discussion regarding how people felt about a Legacy Fund. Having one will not affect our charitable status. We already accept donations at any time, and as long as these are not large amounts there should be no problem.
  5. **Volunteers Recognition - Title for Box in White Cockade** - Heather had received six suggestions, which she read to us. "Behind the Scenes" was proposed as the title by Barbara, seconded by Christine. Carried.  
**Action: Heather**
  6. **Branch Award to Marion Heath** - Heather, Fran and Barbara attended the Bellingham Fall Tea Dance on October 20<sup>th</sup>, at which Marion was presented with her Branch Award. Marion had already received a card from Edinburgh, congratulating her on her contributions, but this did not diminish her surprise and pleasure in being so honoured because, fortunately, the card did not mention the award.
  7. **Branch Award(s) for 2020** - Heather noted that we have not been following the Guidelines and Procedures (dated July 2010) set up for giving Branch Awards, where it is stated that every September, a notice should be put in the White Cockade explaining the guidelines and procedures, and requiring nominations to be received between Oct.1st and Nov. 30<sup>th</sup>. Also, that a committee be set up to receive these nominations and recommend them to the Board. Fran proposed a motion that, for this year only, the Award procedure be moved forward 3 months, with the notice being sent out in January, and the committee accepting nominations in February and March. Seconded by Stewart. Carried.  
Sandra Anderson will chair the Branch Awards Committee, and will recruit two more to help her.  
There was general discussion regarding revising the guidelines and procedures, and Heather will accept suggestions.  
**Action: Board and Heather**

### **Branch Administration.**

- A. **Vice President's Report** - Vicki reminded us of the change of date for the December Meeting, to December 14<sup>th</sup>. To be followed by a Christmas Pot Luck Lunch at Heather's house - 3776 Quesnel Drive (Quesnel and West 22<sup>nd</sup> Avenue) in Vancouver.



- B. **Treasurer's Report** - Not everyone had received the Financial Results for the period. Stewart went over some salient points. See Stewart's note attached.
- C. **Corresponding Secretary's Report** - All the necessary paper work was sent to Edinburgh. The Annual Report was filed with BC Consumer and Corporate Affairs in Victoria. A note was sent to Larry Onotera after his successful hip operation.

#### **Membership -**

Barbara reported that there are presently 216 members (including 15 Life Members), with 6, or so, more membership forms received at the meeting. Barbara was asked to come up with the number of new members in the Branch.  
**Action: Barbara**

#### **Recruitment and Retention Committee -**

- A. **Progress on Fall Strategic Promotional Campaign** - a debriefing meeting is being held on Wednesday, November 6<sup>th</sup>, at Vicki's house. Details should be available after this.
- B. **New Dancers and Branch Membership Incentives and Rewards** - more information will be available after Wednesday. The Club Presidents will be asked to bring totals of how many people have signed up for classes, to be compared with how many belong to the Branch. Barbara will supply a list of Branch membership numbers by club.  
**Action:  
Barbara**
- C. **Fall Meeting with club presidents/ reps on Wednesday, November 6<sup>th</sup>** - see above.

#### **Archives -**

**Search for New Archivist** - we are still looking for a new Archivist but need a job description before advertising further. It was suggested that this should be given to Rosemary Coupe for a review.

**Action: Heather and Anne**

#### **Publicity -**

- A. **Publicity Director's Report**- The advertisement in the Celtic Connection, brought 2 new dancers to Deep Cove. MeetUp now has 84 members. The MeetUp membership is paid until the end of January. The Heritage B.C. Festival is being held on February 22<sup>nd</sup>, 2020, outside, at the Vancouver Art Gallery. Janet is looking into costs and the possibility of sharing a tent with the Highland Games.



- B. **Facebook** - Louise Steinway is willing to continue managing the page, but it is felt that we need someone locally to run it.

**Action: Board**

- C. **Dem. Team** - The Dem. Team will be performing at Circle Craft, on Friday, November 8<sup>th</sup>. No 'Flash Mob' this year.
- D. **Visit to Clubs** - Heather has visited Gleneagles Beginners-Intermediates and Challenge classes, White Rock, Fort Langley, West Point Grey and the Dem. Team. Heather takes membership forms with her on each visit, and often gets renewals or new members and/or donations.
- E. **White Cockade and Website** - See Mary Ann's report.

**Equipment -**

No further report.

**Dancing and Teacher Development -**

**Dance Coordinator's Report** - Fran is teaching the Beginners Class on Monday Nights while Katherine is away. There were 12 last Monday (and 4 missing). Janet asked how they got to know about the classes.

**Action: Fran and Carolyn**

**Events -**

- A. **Lady Aberdeen Tea Dance** - Sponsored this year by Glenayre, with donations going to Honour House and the Kidney Foundation. The Information Folder for the Lady Aberdeen Dance is with Susan Haig. Vicki will ask for it. It is felt that the folder should be kept in the Branch.
- Action: Vicki**
- B. **Burns Supper 2020** - See Carolyn's Report.
- C. **Betwixt and Between** - Being held on Saturday, December 28<sup>th</sup>. The dance programme is set and the musician booked.
- D. **Love to Dance Workshop and Dance** - The workshop programme is set and has been signed off. The dance programme will be completed in the next couple of weeks. A \$5.00 increase in the registration price is proposed. Vicki has handed over all the registration information to Susan Biddle.
- E. **Heather Ball 2020** - Gail did not submit a report. Sandra advised that the musicians are Colin Dewar and Alistair ?? The caterer is booked (same as last year). Cathrine Conings is responsible for the shortbread. Gail is looking into sites for the Sunday concert.
- F. **Heather Ball 2021** - To be held on Saturday, March 28<sup>th</sup>, 2021. Sandra Anderson is the Chair. Rebecca Blackhall-Peters will compose the dance programme. The band will be led by Marion Anderson.
- G. **Dancing in the Park - 70<sup>th</sup> Anniversary** - Tricia Barker is our contact at the Park Board. She suggests that we have the First Nations on board before the



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Park Board will consider additional funding for celebrating this event.  
Heather and Fran are looking for appropriate contacts.

**Action: Heather  
and Fran**

#### **News of Members -**

Audrey Gordon has died. Heather sent a note to her family. Her service will be held on Friday, November 8<sup>th</sup>, 2019, in West Vancouver United Church, 2062 Esquimalt Avenue, off West 21<sup>st</sup> Street.

Gerry Stensgaard has had an operation.

**Action:**

**Gillian**

**SCCS** - The Annual General Meeting will be held on Wednesday, November 27<sup>th</sup> at 7 pm.

Motion - that Stewart Cunningham and Duncan Mackenzie remain our delegates for the SCCS and the USSAL for the year 2019-2020. Proposed by Vicki Downey, seconded by Barbara Kisilevsky. Carried.

**USCS** - Peter will be asked for a report on their activities for 2020 and 2021. **Action: Heather**

**USSAL** - The Annual General Meeting will immediately follow that of the SCCS. See motion above.

#### **Additional Business -**

1. **New Name Badges** - on going.
2. **Trustees Report from RSCDS Edinburgh** - Stewart is in contact with Andrew Kellett, Chair of RSCDS, regarding questions this report has raised for him.
3. **New RSCDS publication - 30 Popular Dances - Book 2** - The set of a book and two CDs will cost 32GBP. Fran will order a set and see what value there is for our active teachers.

#### **Motion to Adjourn**

Fran moved to adjourn at 12.49 pm.

**Attachments** - Treasurer's Report and Report on a Legacy Fund - Attachment 1  
Financial Statement- not attached, sent out by Stewart.  
Recruitment and Retention Report - Attachment 2  
Publicity Report - Attachment 3  
Mary Ann's Report - Attachment 4  
Burns Supper Report - Attachment 5