



Vancouver
dance scottish



RSCDS Vancouver Branch - Board of Directors Meeting
Minutes
February 1, 2020
9:30 AM – 12:30 PM
Library – Lower Floor – SCC

Attending: Heather Hankin, Vicki Downey, Tereza Cabral, Gillian Beattie, Stewart Cunningham, Janet Mason, Sandra Anderson, Fran Caruth, Sue Biddle

Regrets: Christine Cardinal, Barbara Kisilevsky

Guests: Gail Urquhart (11:30 AM)

Call to Order: Heather called the meeting to order at 9:29 a.m.

Heather advised the Board that Donna Main has resigned from the Board. Fran Caruth will take over as the Highland Games representative.

Approval of the Agenda: Tereza made a motion to approve the Agenda, and Janet seconded the motion. Carried.

Approval of the Minutes for January 4, 2020: Fran made a motion to approve the minutes, Gillian seconded the motion. Carried.

Business Arising:

1. Privacy Regulations and Appointment of Privacy Officer: Heather will speak to Barbara about our strategy.
2. New Name Badges: Fran will address this issue at the March 7th meeting.
3. Live Music for the First Night of DITP. The Board agreed that live music would be a good thing for the opening night of DITP, however it is expensive. Vicki said that the VFO has a special relationship with the Burnaby Club and gives the Burnaby Club a special rate. This year is the 70th anniversary and the Board would like to do something to mark the occasion. The Board would like to get ideas from the clubs involved in DITP. Heather is meeting with the Park Board this Monday (Feb 3) and is hoping to apply for a grant from the City, which would allow us to pay for Live Music.
4. Branch Board Discussion: Stewart feels that the Board could consist of 8 board members. The Nominating Committee should not need to feel that they have to find 12 members. The Board agreed that two years is a comfortable term for most volunteers. Two years can be extended. There should only be 3 new board members each year. The recommended maximum term is 6 years but it can be extended. Directors are expected to attend most board meetings. The Board agreed that a board meeting once a month is adequate and necessary.

5. Logo on Website Masthead –**Attachment #4 and Separate Attachment**

The Vancouver branch logo and the RSCDS logo have been well separated. The Board feels that it would be okay to remove the word Vancouver and reduce the size of the RSCDS logo. Janet suggested setting up a link so that if a user clicked on a picture, it would immediately take them to the relative site.

II. **Branch Administration**

A. Vice-President's Report: Vicki's group (the Burnaby entertainment Team) is doing a demonstration dance for Nell's 100th birthday at Nell's care home. There will be a party for her on February 8th 2020.

B. Treasurer's Report: Stewart reported that the membership dues have now been paid to Edinburgh. There is still Hall expenses and teacher's honorariums to be paid. Membership is increasing and the Monday night classes are well attended. The demonstration teams are making some money. The investment income reflects an increase in the bond fund, however it is an unrealized gain. Miscellaneous income has gone down. Miscellaneous income contains a reserve for the demonstration team. The decline in miscellaneous income reflects the declining reserve for the demonstration team. There is a new expense item and that is \$200 for the rental of the two storage cupboards. The Burns Supper showed a financial loss.

C. Corresponding Secretary's Report: Gillian sent a get well card to Jennifer Shearman. Gillian and others attended Joyce Garraway's memorial service. Gillian sent a birthday card to Nell Bird. Gillian will also send a note to Donna Main, as Donna has resigned from the Board. Heather asked if any Board Members would go to Nell's party. Gillian will be attending. Stewart suggested sending flowers to Nell. Fran made a motion to purchase a small bouquet to send to Nell. Stewart seconded the motion – carried.

III. Membership: Barbara sent her report showing that this year we have 246 members so far. We are very near our goal of a 5% increase over last year.

IV. Recruitment and Retention Committee: Janet would like to have a February Recruitment and Retention Committee meeting to determine which club has produced the most new members. There will be an award for that club. Janet feels that it would be very productive if the committee could meet with all the club presidents.

V. Archives

A. Search for New Archivist: Heather said we are still searching for an Archivist. Sandra has approached Rosemary Coupe. Rosemary told Sandra that she would provide information on what is required of an Archivist. Fran received a letter, which she felt belonged in the Archives, and passed it to Rosemary Coupe.

VI. Publicity

A. Publicity Director's report: Janet reported that Meet Up has reached 104 members. Janet would like to follow up on how many of those members attend the Ceilidh. We have extended our membership in Meet Up until July 28th.
St. Andrews and the Caledonian Society will be producing a newsletter.
Janet will advertise in these newsletters.

- B. Facebook – **Attachment #1** Stewart would like to use Facebook to advertise. We should contact Louise Steinway if we would like something posted. Stewart suggested that Janet talk to Louise Steinway and Darryl McLeod about what more we can do on Facebook.
- C. Dem Team – **Attachment #2**
- D. Visits to Clubs. Heather has not visited any clubs this month due to the snow and Burns Night events.
- E. White Cockade and Website – **Attachment #3** The Website is having some technical problems, which Darrel McLeod is working on. The deadline for the White Cockade is February 10th.

VII. Equipment: Tereza reported that we have a Robbie Burns poster for next year. Tereza noted that a tri-pod should be included in the inventory items. It is in the cupboard under the stairs.

VIII. Dancing and Teacher Development

A Dance Co-ordinator's Report:

Frances recommended that the Branch purchase another microphone. Frances has asked the Board for their approval to get another head microphone. Stewart made a motion so that Fran could buy two microphones, one head microphone and one hand held wireless, and that there be a \$1200 budget for the two. Janet seconded the motion – carried.

Helen Stevens donated dance books to the RSCDS library. Denise Cunningham visited Helen and was given another box of dance books. Simon Scott has some books in his library.

Sale of donated materials: Some items are donated with specific instructions as to how the funds, generated from their sale, are to be used.

IX. Events

A. Burns Supper – Carolyn Stephens-Farrell has had lots of feedback that the Burns Supper dance program was good. Stewart remarked that Fran's dance briefing also added to the excellence of the dance program. Carolyn has offered to Chair the Burns Supper again next year. Heather made a motion to have Carolyn Stephens-Farrell chair the Burns committee next year. Fran seconded the motion. Carried.

Fran suggested that Carolyn advise the Board of her committee members next year. Costs for Burns night were up this year mainly because we had to pay insurance on liquor sales over \$1,000. We will have to pay insurance in future years. Also we did not make money on liquor sales.

B. Love to Dance Workshop & Tea Dance We have close to 40 signed up. Sue Biddle will send out more reminders.

C. Heather Ball 2020 – Gail Urquhart reported that twenty-six ball tickets have been sold and twenty tickets for the concert. The Heather Ball Committee was asked to consider giving a complimentary ticket to Ruth Jappy. The Committee has decided not to do this. Gail feels that many people donate their time and money to events and they do not receive a complimentary ticket.

D. Highland Games: Heather, Fran, Peter Richards, and Jean Wagstaff, met with Mike Chisolm to discuss the issue of mass dancing at the Games, now that there is no longer a large stage available. It appears that there will be a 24-foot stage in the beer tent area. The Demonstration Team will dance there and there will be a Ceilidh dance there. There is a 21-foot stage where we could have a few sets dancing. Outside by the entrance there is a paved area where we could do the mass dancing.

E. Dancing in the Park 70th Anniversary. Alison, Fran and Heather will be meeting with Metha Brown, Cultural Services Planner for the City of Vancouver to learn more about applying for a grant to support plans for celebrating our 70th year of DITP. The deadline for submission is March 4th. Heather has been in contact with The Protocol Officer from the Musqueam Nation who said that their dancers might perform for us. The proposed date for the Opening Gala Night is June 22nd. Heather, Alison Moen, and Fran are working on a special program for each of the eight nights that will include a piper, a special opening night, a party night and more live music, depending on the funding.

X. News of Members: Lorraine Irving had a car accident and was unable to dance for a few months.

XI. SCCS: Stewart reported that we are now being charged for our two storage cupboards. The SCCS has been recognized as a non-profit organization; therefore the organization's taxes should be reduced from \$40,000 to \$6,000. The SCCS has already made an advance tax payment and will get a refund.

XII. USCS This organization runs the Highland Games

XIII. USSAL: Wrapping up this entity is ongoing.

XIV. Additional Business

1) Duncan MacKenzie's Ceilidh Report – **Separate Attachment**

Stewart suggested we make special recognition to Duncan as he runs everything involving the ceilidh. Duncan is passing some of the workload to Alison Moen.

2) Nominating Committee: The following have been chosen for the nominating committee: Barbara Fancy from Deep Cove; Mike Nichols from Gleneagles; Jill Anderson from White Rock.

3) Manual for Events This subject will be carried forward to the next meeting.

XV. Next Meeting – Saturday, March 7, 2020

XVI. Motion to Adjourn 12:47

Attachments:

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| 1. | Facebook Suggestions | Stewart Cunningham |
| 2. | Vancouver Branch Demonstration Team Report
(Burns Supper) | Kay Sutherland |
| 3. | Website Report and White Cockade Report | Mary Ann McDevitt |
| 4. | Logo on Website Masthead | Patsy Jamieson |
| 5. | Treasurer's Report | Stewart Cunningham |