



**Vancouver**  
dance scottish



## RSCDS Vancouver Branch - Board of Directors Meeting Minutes

March 7, 2020  
9:30 AM – 12:30 PM  
Library – Lower Floor – SCC

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

Guests: Douglas Nelson, President, and Adrienne Salvail-Lopez - Gleneagles – 11:00 AM

Recorded by Sue Biddle

### I. Call to Order: Meeting called to order at 9:30

- A. Approval of Agenda: Heather added the AGM to XIV. Additional Business, 4). Barbara made a motion to approve the agenda as corrected; Gillian seconded the motion. Motion carried.
- B. Approval of Minutes for February 1, 2020: Some corrections were made: Fran made a motion to approve the revised minutes; Tereza seconded the motion. Motion carried.
- C. Business Arising
  - 1) Appointment of Privacy Officer: Heather has been in contact with someone who may be a candidate. At the November Board meeting, the Officer will present an audit/overview of our practices regarding the membership database, MailChimp, website, etc.
  - 2) New Name Badges: Fran advised that the design of the badges is in process with the graphics consultant (Patsy).
  - 3) Live Music for First Night of DITP: Refer to grant application discussion
  - 4) Manual for Each Event – **Attachment #1**. The Board suggested guidelines, costs, timelines, etc., to be included in manuals regarding the organization of each event, the follow-up report, and post-mortem analysis of and recommendations for the next event and its finances. Stewart will prepare an outline of the suggested procedures for the April Board meeting.
  - 5) Board Composition – **Attachment #5**. The Board agreed with Stewart's recommendations except recommendation #5. The Board felt that, as yet, attendance at the meetings has not been a problem.

## II. Branch Administration

A. Vice-President's Report: Vicki attended Nell Bird's birthday party and it was very successful. Isobel Hyde was there and Isobel also attended Love to Dance as a visitor.

B. Treasurer's Report: **Attachment #10**: Stewart asked if the Board would like to try investing in a fund other than PH&N. The Board was in favour of staying with PH&N. Tereza made a motion to approve the financial report. Janet seconded the motion. Motion carried.

- C. Corresponding Secretary's Report: Gillian sent a note to Donna Main as Donna has resigned from the Board.
- 1) Thank-you notes for CDs and books –**Attachment #3**. Gillian sent a note of thanks to Hellen Stephen for her donation of books and CDs from her teaching days.
  - 2) Scotland Shop – **Attachment #2**. Barbara moved that an organization that is operating for profit, be charged for advertising in the White Cockade, rather than getting announcements for free. The motion was not seconded and therefore was not carried.

III. **Membership**: As of March 6th there are 248 members. Janet Wright, the manager of the Vancouver Fiddle Orchestra (VFO), submitted \$40 for a half-year membership in the name of Ian Ronalds. The VFO wants an electronic copy of the White Cockade.

IV. **Recruitment and Retention Committee: Attachment #9** Janet reported that we surpassed our goal of a 5% increase in membership. There are 31 new members, some reactivations, and we lost some members. Janet believes the increase is due to the R & R committee's initiatives. The committee put an incentive out to give a prize to the club who signed up the most members. The R&R committee sent out a survey to find out how many club members are RSCDS members.

- A. Club Presidents/Representatives' Meeting: The next meeting is Wednesday May 13<sup>th</sup> from 12-2 at Heather's house. At the end of Dancing in the Park everyone will be invited to a free class at the Scottish Cultural Centre on Monday August 24<sup>th</sup> from 7-9 p.m. Fran suggested that we gather information about those who attend and follow up to see who becomes a member.
- B. Determination of New Member Initiative: The West End Club had the largest percentage increase in membership and will receive the \$100 prize.

## V. Archives

- A. Search for New Archivist: We are still searching for an Archivist.

## VI. Publicity **Attachment #8**

- A. Publicity Director's report: We have applied to take part in the multicultural event at BCIT on April 22nd. We now have 118 members in Meet Up. About 6 people in Meet Up indicated that they were going to

the Ceilidh on March 27th. Janet has advertised the Heather Ball on Meet Up.

- B. Facebook: Janet advertised the Heather Ball and the Ceilidh on Facebook.
- C. Dem Team: **Attachment #11**
- D. Visits to Clubs: Heather visited the West Vancouver Dundarave Club. The visits are valuable because the President can provide lots of information about what is happening locally and world wide with Scottish Country Dance and the Clubs seem to enjoy it when the President visits.
- E. White Cockade and Website: Heather forgot to send the agenda to the Appointees this month. She will forward it to them after the meeting and reports from them will be included with the minutes.

**VII.** Equipment: Tereza said that there was nothing new to report regarding equipment. Fran thanked Tereza for all her help with equipment at the Love to Dance Workshop. Tereza in turn appreciates everyone returning equipment to its place in the cupboard.

Barbara made a motion to go in camera, Gillian seconded the motion. Motion carried.

Barbara made a motion to go out of camera; Gillian seconded the motion. Motion carried.

### **VIII.** Dancing and Teacher Development

- A. Dance Coordinator's Report – **Attachment #7** Fran made a motion that the classes organized by the Branch on Monday nights be called Branch Class. Barbara seconded the motion. Motion carried.

### **IX.** Events

- A. Love to Dance Workshop & Tea Dance: **Attachment #6** Fran recommended that February 20<sup>th</sup> be the date for 2021 Love To Dance Workshop.
- B. Heather Ball 2020: Gail and Sandra reported that everything is on track.
- C. Highland Games: **See Attachment #7.** Janet and Fran will confer over the other requirements for the event.
- D. Dancing in the Park 70<sup>th</sup> Anniversary: Heather reported that the committee is hoping to have the Vancouver Fiddle Orchestra play on either July 20<sup>th</sup> or July 27<sup>th</sup>. There would be a \$600 cost for the Sound Man. If the event were cancelled there would be a \$200 cancellation fee for the Sound Man. Heather has applied for a grant from the City. The 44-page application was submitted the day before the deadline. The total budget for the Anniversary events is \$7500, and we are hoping for a \$5,000 grant from the City. The teachers are paid for Dancing in the Park and there is a small amount of printing cost. Janet suggested applying for a grant of \$500 from the Jean Milligan fund from Edinburgh. Heather would also like to apply for a Van City grant of \$500. Heather asked Gillian to inquire about donations from Scottish-related businesses. There will be an honorarium to the Musqueam dancers. Fran made a motion that, subject to all plans falling in place, the Branch would contribute \$1000 to this event. Gillian seconded the motion. Motion carried.

X. **News of Members:** Isobel Hyde will be attending the Burnaby Dance as a visitor.

XI. **SCCS-** no report

XII. **USCS-** no report

XIII. **USSAL-**no report

**XIV. Additional Business**

1) **Nominating Committee:** Committee has asked 40 people to stand for the Board. There has been one acceptance.

2) **Challenge Classes – Attachment #4** The Challenge Class was organized to include the Dem Team and dancers not on the Dem Team, but dancers recommended by the teachers for the Challenge Class. It was an experimental idea. The Board received a complaint letter from a dancer who was not invited. Fran feels that perhaps the label 'Challenge Class' is inappropriate. Fran believes that there needs to be some class to meet the needs of advanced dancers. Fran and Heather will respond to the complaint letter. Fran will revise the title and parameters for the 'Challenge Class'. Heather suggested an advanced class for the Love to Dance Workshop. Fran replied that we unfortunately do not have a third room in the SCC.

4) **AGM:** The AGM is currently scheduled for September 18<sup>th</sup>. Duncan's Ceilidh is on September 18<sup>th</sup>. Heather is suggesting that we move the AGM to September 11<sup>th</sup>. Gillian suggested we ask Duncan if having the AGM at the same time as his Ceilidh is a good idea.

**XV. Next Meeting** – Saturday, April 4, 2020

**XVI. Motion to Adjourn:** The meeting was adjourned at 12:52 p.m.

**Attachments:**

1.	<b>Manual for Each Event</b>	<b>Stewart Cunningham</b>
2.	<b>The Scotland Shop</b>	<b>Tasmin Mackechnie</b>
3.	<b>Thanks to the Board</b>	<b>Teachers</b>
4.	<b>Letter of Complaint</b>	<b>Donna Main</b>
5.	<b>Board Composition</b>	<b>Stewart Cunningham</b>
6.	<b>Love to Dance 2020</b>	<b>Fran Caruth</b>
7.	<b>Dance Coordinator's Report</b>	<b>Fran Caruth</b>
8.	<b>Publicity Report</b>	<b>Janet Mason</b>
9.	<b>R&amp;R Report</b>	<b>Janet Mason</b>
10.	<b>Treasurer's Report</b>	<b>Stewart Cunningham</b>
11.	<b>Dem Team Report</b>	<b>Kay Sutherland</b>