

ROYAL SCOTTISH COUNTRY DANCE SOCIETY CALGARY BRANCH
ANNUAL GENERAL MEETING May 26th, 2018 at 7:30pm
Held at Capitol Hill Community Centre
1531 21 Ave NW, Calgary Alberta

MINUTES

Chair: President Debby Henderson

Board Members present: Sharon Barker, Nancy Laing (Secretary), Ann Longair (Vice President), Duane Martin, Gavin More, Freda Osborne (Treasurer), Ann Vanderwal

Society Members present:

- | | | |
|------------------------------------|----------------------------|---------------------------|
| 1. Jim Adamson | 15. Marian Duguid | 31. Monica Lomeland |
| 2. Mona Baker | 16. Gord Duncan | 32. Gerry Manzara |
| 3. Ross Barker (Proxy) | 17. Tracy Ekelund | 33. Karen McKenzie |
| 4. Michael Begg | 18. Donna Gillespie | 34. Linda McLeod |
| 5. Janyyn Bertram | 19. Catherine Hand | 35. Hanne-Lore Neilsen |
| 6. John Bertram | 20. Marg Haynes | 36. Barbara O’Gorman |
| 7. Ken Blackwood | 21. Doreen Herdman (Proxy) | 37. Bernie Patterson |
| 8. Yolanda Bogle | 22. Carla Hildebrandt | 38. Gabriel Patterson |
| 9. Jennifer Bond | 23. Dirk Hildebrant | 39. Louise Ridout |
| 10. Kevin Bond | 24. Florence Horman | 40. Joanne Robertson-More |
| 11. Chris Browne | 25. Karen Hyde | 41. Graham Sewell |
| 12. Alison Cotton | 26. Denis Iffla | 42. David Stewart |
| 13. Andre De Leebeeck
(Proxy) | 27. Sheree Iffla | 43. Ilo Torgerson |
| 14. Barbara De Leebeeck
(Proxy) | 28. Theresa Lai | 44. Catherine Turnbull |
| | 29. Sheila Laing (Proxy) | 45. Sylvia Wood (Proxy) |
| | 30. Karen Larson (Proxy) | |

46 members present (including Board). 7 Proxies. Quorum of 25 required. Quorum achieved.

1. Meeting called to order at 7:30 pm
2. Approval of minutes from Annual General Meeting May 27th, 2017
Moved by Michael Begg
Seconded by Sheree Iffla
Vote: Carried - Unanimous
3. President’s report given by Debby Henderson (attached)
4. Secretary’s Report given by Nancy Laing (attached)
5. Treasurer’s Report given by Freda Osborne (attached with financial statements)
 - a. Approval of Financial statements
Moved by Freda Osborne
Seconded Gavin More
Vote: Carried - unanimous

6. Election of Directors including the Executive Members

- Duane Martin reviewed the voting procedures and lead the election process
- Each of the Executive Positions – President, Vice-President, Treasurer, Secretary – nominations were read and requests for nominations from the floor were repeated for each position three times. Results shown in table below.
- Slate of nominations for Directors at Large were read and requests for nominations from the floor were repeated for each position three times. Results shown in table below.

Position	Nominations	Vote
President/Chair	Ann Vanderwal	Acclaimed
Vice-President/Chair	Ann Longair	Acclaimed
Treasurer	Freda Osborne	Acclaimed
Secretary	Karen McKenzie	Acclaimed
Director at Large	Sharon Barker	Acclaimed
Director at Large	Gavin More	
Director at Large	Sheree Iffla	
Director at Large	Bernie Patterson	
Director at Large	Graham Sewell	
Director at Large	Mona Baker	
Director at Large	Michael Begg	

7. Appointment of Auditor/Examiner – Karen Hyde and Doreen Herdman volunteered to audit next year.

8. Motions already advised to the Secretary

Motion to increase the Annual Membership Fee from \$15 to \$20.

As per the RSCDS Calgary Branch Bylaw 3d) “the rates of local subscription for both classes of members [Voting and Associate] shall be such as may be determined from time to time by the Branch in the General Meeting.” With increasing costs for RSCDS HQ membership as well as increased demand for RSCDS Board services, the Board of Directors of RSCDS Calgary Branch is recommending an increase in the annual Membership Fees for all member categories from \$15 to \$20.

Request for motion to increase all annual Membership Fees from \$15 to \$20 effective July 1, 2018.

Moved by Sharon Barker

Seconded Graham Sewell

Vote: Carried Unanimously

9. Any other competent business at the discretion of the Chair

David Stewart requested clarity for policy and procedures regarding Group Representatives attending and participating in Branch Board meetings

10. Announcements – Nancy Laing (attached)

- Sharon thanked departing board members – Debby Henderson, Nancy Laing, Duane Martin and Marg Partridge
- Duane Martin - Casino Volunteer request
- Ann Vanderwal - Scots Gathering registration opening shortly; Canmore hotel room – book early

11. Meeting adjourned at 8:10 pm

Motion by Karen Hyde

Seconded John Bertram

Vote to adjourn.

*Minutes were taken by Nancy Laing, Secretary

RSCDS Calgary Branch
President's Report 2017-2018

This year has been another busy year for the Branch.

We danced to the music of Glen Morin at the AGM at Mt Pleasant Community Hall last year and a good time was enjoyed by all.

Summer Dancing started in June and carried through until September. Area teachers took turns teaching and, as usual, it proved to be fun. Special thanks to Duane Martin for taking care of opening the hall and collecting fees as most of the Board were either at TAC or St. Andrew's at Summer School during some of the classes.

Technique Class, taught by Sharon Barker, went from late May to mid July. Participants got a chance to improve their steps, formations, covering, phrasing, teamwork-the whole package. Those that attended came away better dancers.

On July 1 the Branch was asked to attend the sesquicentennial celebration of Canada at the Genesis Centre in NE Calgary. We had a display tent and were prepared with a set of dancers to dance Tap the Barrel and Reel of the 51st Division. But it was not to be. Just as we were about to walk on a terrible thunder and lightening and rain storm started and continued for over 2 hours. We packed our bags and went home. It was an interesting day and I would like to thank everyone who came out, ready to dance, as well as those that manned the tent.

The Branch tent was maintained at the highland games thanks to those of you who volunteered, especially Freda Osborne and Ann Vanderwal. While we did not perform at the Calgary Games, we did two demonstrations with audience participation at the Beer Tent in Canmore. Again, I would like to say thank you to all of those who volunteered to show folks what Scottish Country dancing is and how much fun it can be.

Fall classes started up in mid-September just in time to get us ready for the Scots Gathering Workshop in Canmore. Teachers Evelyn Nixon, Pat Houghton and Fiona Carnie taught us new formations and helped us brush up on our steps. We were fortunate to have Ron Krug, Lisa Scott and Mary Ross as our class musicians. We danced to the music of the Alberta Scottish Dance Orchestra, featuring Judi Nicholson, at the exciting Wild Rose Ball.

In November, many of our members attended the St. Andrew's Ball. While this event is hosted by the St. Andrew Caledonian Society, not the Branch, those that Attended cannot forget the fantastic music of Luke and Adam Brady! Or the workshop with Rebecca Blackhall-Peters and Barbara Johnson.

In December we rang in the New Year with our Hogmanay bash and welcomed 2018 to the music of Glen Morin.

Classes started up again in January and attendance was down in some of our groups due to the winter that seemed to never end.

The St. Giles Ball and Workshop was well attended. The Teachers were Bernadette Trill, Fiona Miller and Richard Bennett. Glen Morin played for the Ball and it was a fun and exciting weekend.

The Branch has no new classes this year however, the existing classes are doing well. Ann Vanderwal continues to teach children, youth and adults in Airdrie and all classes are growing. Cross and Thistle has outgrown it's current space and will be moving to North Glenmore Park Community Centre in the fall. The Beginner class had a consistent 2 sets all year. Grace continues to have it's core of dancers and St. Barnabas has 3+ set. Confederation Park and St. Giles have a stable membership with occasional new dancers.

I would like to give a special thanks to our teachers because, without them, we would not have classes to attend. Many thanks to our Teachers Jim Adamson, Sharon Barker, John and Janyyn Bertram, Debby Henderson, Sheree Iffla, Nancy Laing and Ann Vanderwal for being there, prepared, every time to give us a fun filled evening where we experience new dances, meet new friends and have a whole lot of fun..

Debby Henderson
President, RSCDS Calgary Branch

ROYAL SCOTTISH COUNTRY DANCE SOCIETY – CALGARY BRANCH
SECRETARY'S REPORT - MAY 1, 2017 – APRIL 30, 2018



May 26, 2018

2018 was another eventful year with lots of classes, events and continuing initiatives. The full Secretary's report will be available on the website. A few highlights from the past year will be presented at the AGM.

Scottish Country Dance Classes are available every night of the week except Fridays and Sundays from September through May, sometimes in more than one location (see list below). In fact, there are over 300 chances to dance in and around Calgary each year. Of particular note in Debby Henderson continued teaching the Branch Beginner's class and Ann Vanderwal continued children, youth and adult classes in Airdrie. Debby and Ann will be taking their Unit 5 exam this summer in Scotland. The board wishes them the best for their exam. Sheree Iffla and Nancy Laing taught intermittently at Summer Dancing and Cross & Thistle as they work toward their full teaching certificates.

The RSCDS Board of Directors wishes to thank all of the Calgary and area teachers for all of their hard work week after week throughout the year: Jim Adamson, Sharon Barker, Janyn Bertram, John Bertram, Fiona Carnie, Debby Henderson and Ann Vanderwal. Without the teachers, none of our dancing would be possible.

Mondays: St. Giles SCD Group; Airdrie kids (5-12 years – Fall only), Summer Dancing (June – August)
Tuesdays: Cross & Thistle Dancers; Cross & Thistle Skills class (May-July); St. Andrew's Caledonian SCD Group (non RSCDS)
Wednesdays: Grace SCD Group; Airdrie Youth (12-24 years)
Thursdays: CSCDS (St. Barnabas); Confederation 55+ SCD Group
Saturdays: Airdrie SCD

Membership for 2017-2018 reached 111 members up from 94 members last year, with 94 returning members and 17 new members. The membership fees continue to cover membership in RSCDS Scotland. Please remember to visit rscds.org, login to your account and check your contact information and communications preferences to receive magazines and emails.

Membership form changes: Privacy policy now included on the membership form with clear Opt-in, Opt-out choices.

Board of Directors Update: The Board of Directors had a few changes during the year. Donna Gillespie, Membership Secretary, left in July 2017. Gavin More was appointed to take her place as Director at Large. Treasurer Denis Iffla left in the fall with first Nancy Laing then Freda Osborne appointed as Interim Treasurer. Secretary, Penny Chase left the board in January with Nancy Laing appointed as Interim Secretary.

A Strategic Planning session was held in September to review and revise priorities for the next 3 years. Board members, area Teachers and Group Reps were invited. Priorities remained essentially the same, with suggestion for reduced funding for the Scots Gathering.

Branch-run classes (Monday Beginner Class and all Airdrie classes) have until now been free with teacher candidates Debby Henderson and Ann Vanderwal taking no honorariums. Board passed a motion to pay teachers of Branch-run classes, and the new board will vote on whether or not to charge for Branch-run classes in future.

Initiatives: With continued access to Casino funding over the past few years, the RSCDS Board of Directors works to promote Scottish Country Dancing in and around Calgary and ensure that our community of Scottish Country Dancers is sustainable into the future. Some of the priorities are listed below:

1. Hall Rental support: Hall Rental support for all Calgary Branch groups continues to be one of the biggest budget items, but also a number 1 priority, as weekly class attendance is the biggest and most important way our membership enjoys Scottish Country Dancing. Groups have been seeing increases to their hall rentals in the past few years, and this has impacted the amount of funding the Branch is paying in Hall Rentals to the groups.
2. Membership Fees to Scotland: Membership fees to Scotland are included with RSCDS Calgary Branch Membership. The HQ memberships rates are currently £30 for Adult Single members; £48 for Adult Joint members; £26 for Young Adult Members. The Calgary Branch membership includes HQ membership, and currently costs \$15/person. A motion will be made at the 2018 AGM to raise this membership fee to \$20/person.
3. Member support to attend workshops around Alberta: The workshop support initiative continues to be popular with individual 36 members attending workshops in Edmonton, Canmore, Medicine Hat and Red Deer. Changes to the guidelines were necessary to ensure the Branch met its budget. Branch members were able to submit twice within a year, (\$400.00 per year). If members wished to attend more than 2 workshops in the same year, they were encouraged to send in the required paperwork and if there are sufficient funds leftover, reimbursement may be made. The Treasurer's report will speak to whether reimbursement for more than 2 workshops will be possible for this fiscal year.
4. Teacher Candidate Course & support: The 4 new teachers continued to work on their Units 4 & 5. The board finalized Teacher support policies & procedures this year and is close to finalizing Teacher Candidate support policies & procedures to ensure Calgary Branch continues to have a strong group of teachers to lead dancing for many years to come.
5. St. Giles Workshop: St. Giles workshop celebrated its 35th Anniversary this year drawing Scottish Country Dancers from around Alberta and beyond. Congratulations to the St. Giles Scottish Country Dance Group for keeping this workshop going year after year.
6. Communications - Newsletter – Thanks to Ann Longair for getting the newsletter out each month and keeping our membership up to date on all the activities and news in the Calgary Branch area. And a big thank-you to Ann Vanderwall for continuing to keep the website as **the go-to place** for all our news.

Finally a big salute to all of our members who contribute to the Scottish Country Dance society and keep the dances and tradition alive every week by attending classes as well as volunteering and participating at the events and the Casino and keeping Scottish Country Dancing thriving.

Here's to another year of Happy Dancing!!

Nancy Laing
Secretary RSCDS Calgary Branch
secretary@rscdscalgary.org
Cell: 403.862.6114

ANNOUNCEMENTS:

Volunteering Opportunities

Highland Games – RSCDS Calgary Branch will have tents at both Calgary and Canmore Highland games and needs volunteers to man the tents. Calgary Games are September 1st starting at 9am; Canmore Games are September 2nd starting at 8am. Foothills Highland Games in Okotoks on July 28th. If the Branch wants a booth there, we need volunteers to set it up and man it as none of the Board members will be available at that time. Please contact Debby Henderson at debbyhenderson@yahoo.ca if you are available to volunteer or able to run the Foothills Highland Games.

Calgary Class news

Summer dancing will be held on Monday evenings from 7:30 to 9:30 at Scarboro United Church Hall (134 Scarboro Ave SW) starting June 4th. Come and enjoy a variety of teachers throughout the summer. Schedule is now on the website.

Cross and Thistle's Skills class began on Tuesday May 22 and runs until July 24th. Classes will run for 10 weeks from 8:15 until 10:00pm at North Glenmore Park Community Centre (2231 Longbridge Dr SW)

Upcoming workshops, events in or outside of Calgary:

The Scots Gathering in Canmore – October 5-7, 2017 – Shorter format this year starting Friday night and ending Sunday morning.

TAC Summer School in Calgary

Membership Renewal Reminder

Reminder to renew your RSCDS Calgary Branch membership - now's the time! The membership year runs from July 1, 2017 to June 30, 2018 and costs \$20. Sign up tonight, or go to website anytime.

Ever wonder what your RSCDS Calgary Branch membership gets you?

- Voting privileges at all General Meetings
- Hall Rental support for each club around the city
- Member discount rates to RSCDS Calgary Branch events
- Member support to attend workshops around Alberta
- Teacher training support to ensure dancing will continue in the Calgary area throughout the years
- Automatic membership in RSCDS Main Branch in Scotland (HQ)
 - In addition to becoming part of a worldwide dance community, some of the Benefits of HQ Membership include:
 - A twice-yearly members' magazine packed with information and interesting articles, delivered to your door
 - A bi-monthly Newsletter sent directly to your email inbox
 - Access to the members area of the RSCDS website
 - A 10% discount on most recording, publications and other items available through our shop
 - Reduced entrance fees to classes and, in some cases, dances or other events
 - Tapping in to a worldwide family of Scottish Country Dancers
 - Opportunities to advance dancing skills
 - Helping to preserve an important part of Scottish culture

Treasurer AGM Report Saturday 26th May 2018

Audit: This year's audit was conducted on the 26th May by Karen Hyde and Doreen Herdman and I would like to thank them for their analysis and observations.

Points noted were that we had funds paid out in this past year for this next year.

I would also like to thank them both for volunteering to conduct next year's audit.

Treasurer: I would like to thank Denis Iffla and Nancy Laing for all their help in getting me organized with doing the accounts when I took over in January.

Operating Account: This year we received a grant of \$5,367.75 on the 15th of March from the Alberta Foundation for the Arts (AFA) which was taken as income in the Operating Account on the 1st May.

Casino Account: We received \$68,460.57 on the 8th May, 2017 from the Alberta Gaming and Liquor Commission (AGLC) as revenue from the Casino held in the 1st ¼ of 2017. We have been granted another Casino in August of this year and we will see these funds come into our account sometime in November.

The Board will finalize our Budget / Cash Flow at our meeting in June and we feel confident that we will be able to maintain the same level of financial support for the 2018/ 19 year for Dance Groups, Individuals and Activities as we did for 2017/18.

In summary, we have gone over the budget for this year but there is a lot of deposits been made to the upcoming year for the likes of hall rental for the AGM, Summer Dancing, Skills class and of course the Canmore Scots Gathering weekend for a total of about \$4, 866.00. We also paid out of this past year's budget for Class hall rentals for the 16 17 year as they were late in coming in the amount of \$3750.00.

Thank You Freda Osborne - Treasurer



Royal Scottish Country Dance Society - Calgary Branch

AUDITOR'S REPORT

To the Members of RSCDS Calgary Branch

We have audited the submitted Financial Statements along with the supporting Books and Files of RSCDS Calgary Branch as of 30 April 2018.

These financial statements are the responsibility of the organization's management. Our responsibility is to express an opinion on these Financial Documents based on our audit.

We conducted our audit in accordance with accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement.

The Audit included examining on a test basis, evidence supporting the amounts and disclosures in financial statements.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the organization as at 30 April 2018 and the results of its operations and changes in its financial position for the year then ended in accordance with Canadian generally accepted accounting principles.

Print Name: Karen Hyde

Date: May 25 / 18

Signature: 

Print Name: Doreen Herdman

Date: 26 MAY 2018.

Signature: Doreen Herdman.

RSCDS-CALGARY BRANCH
Balance Sheet As at 30 Apr, 18

Deposits 391.00
Nov 1
In
Foot 120.00
Nov 21

ASSET

On hand

Petty Cash	277.54	
Co-Op Shares	97.18	
CASINO Bank Account	21,111.07	
OPERATING Bank Account	46,936.14	
Total Cash		68,421.93
Total Current Assets		68,421.93

TOTAL ASSET

68,421.93

LIABILITY

Public Funding Liabilities

AFA Operating	5,367.75	
CASINO Operating	23,570.63	
Total Other Current Liabilities		28,938.38

TOTAL LIABILITY

28,938.38

EQUITY

Owners Equity

Co-Op shares	76.31	
Retained Earnings - Previous Y...	47,555.87	
Current Earnings	-8,148.63	
Total Owners Equity		39,483.55

TOTAL EQUITY

39,483.55

LIABILITIES AND EQUITY

68,421.93

NAME: KAREN HYDE

SIGNATURE: *[Signature]*

NAME: DOREEN HERDMAN

SIGNATURE: Doreen Herdman

DATE: May 26/18

NOTE: \$790 DAMAGE DEBIT / WORKSHOP EXPENSE TO BE CREDITED NEXT YEAR.

Total 2617.50 in Prepayments (\$790.00 included in this)

399.00 AGM
650.00 summer dancing
500.00 sept dance

Printed On: 21 May, 18

Total 4166.50 prepayments

RSCDS-CALGARY BRANCH
Income Statement 01 May, 17 to 30 Apr, 18

REVENUE**Sales Revenue**

AFA Operating Grant	4,525.19	
CASINO Operating Income	48,000.00	
Total Public Funding		52,525.19
Ceilidh/AGM		0.00
SPRING WORKSHOP		0.00
SUMMER TEA DANCE		0.00
FALL BACK DANCE		0.00
FALL WORKSHOP		3,570.00
NEW YEARS EVE		2,734.00
Banff Workshop Registrations		0.00
Membership Fees		1,650.00
50/50 Revenue		0.00
AFA Operating Grant		0.00
Honorariums & Donations		275.00
CO-OP Shares Revenue		0.00
Summer Dancing Fees		1,226.00
Net Sales		<u>61,980.19</u>
TOTAL REVENUE		<u>61,980.19</u>

EXPENSE**RSCDS events**

RSCDS HALL / ROOM RENTAL	480.00	
FALL BACK DANCE	500.00	
FALL WKSHP / CULTURE WKEND	13,097.62	
NEW YEARS EVE	1,805.00	
NEW TEACHER TRAINING	0.00	
DANCE BOOKS / MUSIC & AUDIO	117.81	
EQUIPMENT Purchase	0.00	
AGM / CEILIDH	1,199.00	
DANCE GROUPS SUPPORT (HALL RENTAL)	18,715.00	
POSTAGE / OFFICE SUPPLIES & Admin	283.47	
BANK CHARGES & INTEREST	173.51	
COSTUMES for Demos	0.00	
TAC Teacher Rep Summer School	0.00	
SUMMER TEA DANCE	0.00	
MEMBERS WORKSHOP SUPPORT	10,712.77	
Branch Claasses Hall Rental	5,049.00	
PO BOX RENTAL	394.80	
WEB SITE COST / MAINTENANCE	203.57	
INSURANCE	430.56	
HEADQUARTES RSCDS Membership	3,551.67	
SUMMER DANCING	650.00	
CASINO ACCOUNT EXPENSE TOTAL		<u>57,363.78</u>
Total Cost of Goods Sold		<u>57,363.78</u>

General & Administrative Expenses

Summer Teachers Honorarium	440.00
Advertising & Promotions	0.00
Bad Debts	0.00
Business Fees & Licenses	0.00

RSCDS-CALGARY BRANCH
Income Statement 01 May, 17 to 30 Apr, 18

Cash Short/Over	0.00
Courier & Postage	0.00
Credit Card Charges	0.00
Currency Exchange & Rounding	0.00
Amortization Expense	0.00
Income Taxes	0.00
TEACHER SUPPORT/BURSARIES MUSIC	6,485.00
Bank Charges & Interest	36.75
CASINO ADVISOR Fees (Op Acc)	0.00
Office Supplies	80.49
CATERING	0.00
GIFTS & DONATIONS Op Acc.	0.00
AGM & CEILIDH CATERING & BAND	610.76
SUMMER TEA DANCE CATERING	0.00
Highland Games	0.00
NEW YEARS EVE CATERING	3,424.29
FALL BACK DANCE CATERING	0.00
FUNCTION YOUTH TICKET SUPPORT	0.00
FALL WORKSHOP CATERING	1,578.66
First Aid Kits	109.09
AFA Operating Grant	0.00
Kilt Nights (4) Band & Food	0.00
Membership	0.00
50/50 Expense	0.00
Rent	0.00
Repair & Maintenance	0.00
Telephone	0.00
Travel & Entertainment	0.00
Travel & Ent:Non-Reimbursable	0.00
Utilities	0.00
Total General & Admin. Expenses	<u>12,765.04</u>
TOTAL EXPENSE	<u>70,128.82</u>
NET INCOME	<u>-8,148.63</u>

NAME: KAREN HYDE

SIGNATURE: 

NAME: DOREEN HERDMAN

SIGNATURE: Doreen Herdman

DATE: May 26/18