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MINUTES OF THE ANNUAL GENERAL MEETING
April 30, 2016
Crescent School, 2365 Bayview Avenue, Toronto, Ontario

1. Welcome to the AGM

The Fifteenth Annual General Meeting of the RSCDS Toronto Scottish Country Dance Association was held at Crescent School on Saturday, April 30, 2016. Deirdre MacCuish Bark, the Chair of the Toronto Association, chaired the AGM. The meeting began at approximately 8:30 p.m.

2. Appointment of Scrutineers

Deirdre MacCuish Bark identified Ken Adamson as the Parliamentarian, and David Booz and John Clark as Scrutineers. Membership count identified that 93 members were present, providing a quorum. There were no non-members present.

3. Adoption of the Agenda

MOTION: John Clark moved that the Agenda be adopted as circulated. Seconded by Theresa Malek. CARRIED.

4. Minutes of the 2015 Annual Meeting

MOTION: Vicky Zeltins moved that, with minor typographical edits, the 2015 Minutes be approved as circulated. Seconded by Joan Reeves. CARRIED.

5. Business Arising

- a) A formal approval of the 2014 AGM Minutes with corrections requested at the 2015 AGM was missed at the 2015 AGM. Corrections have been made on page 7 and include replacement of the words “not considered” with “was defeated” regarding the Paypal fee motion, and the time of the meeting’s Adjournment. The 2014 Minutes with these revisions may be obtained from the Secretary by request.

MOTION: Theresa Lockhart moved that the 2014 Minutes be approved as circulated. Seconded by Donald Holmes. CARRIED.

6. Reports from the Board

- a) Chair:

Deirdre thanked the TA Board for their work throughout the past year, along with their committees. She indicated they have been wonderful to work with and she was pleased that all are willing to stay on.

Deirdre congratulated Jean Noble for being awarded the Branch Award, for her services to the TA and 40 years of teaching the Hillcrest Group. She also congratulated Janette Todd in receiving the Branch Award. Over five decades, Janette has been both as a teacher of adults and children, and organizing demonstrations, particularly with children. This award has not yet been formally presented to Janette, but will be in the near future.

Deirdre explained that as a Branch of the RSCDS, the TA is part of a large Society. There are 159 Branches worldwide with 50 Branches and about 29% of the RSCDS members in North America. Deirdre and Keith attend the Society's AGM in November for the past 15 years and, as delegates, vote on various motions as directed by the TA.

Various voting methods have been in place over time and the current proxy system allows one person to act as proxy for as many Branches as they wish. This year, regarding the motion to increase the membership fee by £2, Deirdre and Keith represented 13 Branches and 32 votes and almost succeeded in overturning the motion (Yes: 184, No: 145, Abstain: 2).

Deirdre outlined how a Branch receives 1 vote per 50 members or part thereof and with 359 members, TA currently has 8 votes. The count of members has typically been from the previous dance season; however, with the recent changes in the Society's constitution, this may change to October immediately prior to the AGM in November. For this reason, Deirdre asked that everyone take out their annual membership as soon as possible in the coming season, so that TA can continue to influence Society matters – even one vote could be important!

Deirdre noted that a few years ago, Margaret Rieger was instrumental in forming the Southern Great Lakes Group (SGLG) including Branches and affiliated groups from Ottawa to Buffalo to London and Windsor. The group gets together once or twice a year to:

- socialize and keep communications open;
- advertise local events and discuss the booking of events to avoid overlaps;
- exchange ideas on how to gain new members; and
- discuss the motions that the Society has put forward.

Regarding the latter, the SGLG have agreed on a combined approach and have contacted other Branches to gather Society AGM votes when needed.

b) Treasurer:

The Treasurer, Wendy Fulton, reported that despite losses on the 2015 Dancing in the Park, Monthly Dances, and Tartan Ball, the TA finished the 2015 fiscal year with a substantial excess of revenue over the expenses due to success of Association classes.

Wendy reported that the financial audit had been prepared again this year by the accounting firm of Williams & Partners of Markham, Ontario, in accordance with Canadian generally accepted auditing standards. The audited statements have been duly approved by the Board at the March 17, 2016 meeting. The statements were posted to the Association website. Copies of the Audited Statements had been distributed to the assembled members.

Wendy would like to thank the Finance Committee of Margaret Rieger and Gary Maidlow for their

assistance over the years, and welcome Keith Bark who joined the committee since this winter.

MOTION: Wendy Fulton moved that the membership accept the audited financial statements for the year ending December 31, 2015. Seconded by Michael Morris. CARRIED.

MOTION: Wendy Fulton moved that the accounting firm of Williams & Partners of Markham, Ontario be appointed Auditors for RSCDS Toronto Scottish Country Dance Association for the 2016 fiscal year. Seconded by Wayne Ellwood. CARRIED

c) Secretary, on behalf of the Board Directors and Committees:

Nancy White gave a summary of the reports from the Board's Directors. A full report was posted on the Website, and distributed to the membership at the AGM.

Jean Lindsay, as Vice Chair, has been leading the update of our "Yellow Book" (or our By-Laws, Procedures and Operations manual). This update has led to investigations ensuring our policies comply with most recent legislation. The revised Procedures Manual is being presented for membership approval later in this meeting and Jean intends to have the fully revised Yellow Book posted on the website later this year.

Membership and Volunteers, under Wayne Fraser, reports that our membership numbers are holding steady at 378. 33 new members enrolled this year and the retention rate of last year's new members is high. Our April Dance recognised the 30% of members that volunteer and keep all the Association's activities running. This year, Volunteer Awards were presented to Carole Bell and Forbes Duncan. Membership plans to conduct another survey this fall to continue to gather information that keeps the Association welcoming and responsive to the membership.

Communications, under Wayne Ellwood, continues to publish our excellent *Set & Link* newsletter and the maintain our website. Thanks goes to Carole Bell, and Rob Lockhart for keeping us all up to date. Of note: since April, 2014 Rob has posted 108 dance videos on YouTube and those videos have attracted almost 50,000 views, so I'm not the only one that finds these very helpful when preparing for the monthly dance. Wayne Ellwood also organized a meeting this past November, between the Board and the Association's affiliated Social Groups and a good discussion was had around how the Association can support marketing and a growth of interest in Scottish country dance at the local level.

Programs under Louis Racic has enjoyed much success this year. This portfolio includes:

- the Toronto Workshop: Convenor Mike Morris
- Monthly Dances: Convenor Forbes Duncan
- the Tartan Ball: Convenor Laurie McConachie
- and Dancing in the Park: A special thanks goes out to Graham Anderson as he steps down and a welcome to Dave Drewett as he steps into the Convenor's shoes.

The Workshop was a huge success, an all time high of 157 dancers, thanks no doubt to bringing in the international renowned teacher – Antoine Rousseau. Monthly Dances were well attended this year – 178 at Christmas, and 161 at the March Beginners Dance. The Tartan Ball was also enjoyed by more attendees than last year, with extra practices and an increased number of "newer" dancers being welcomed.

Guest speaker Dr. Kirsty Duncan's comment about "coming home" to Scottish country dancing was moving to all. And finally, Dancing in the Park only suffered inclement weather once this year!

Louis would like to thank the musicians of Scotch Mist and also Don Bartlett and the Scottish Heirs. We are so lucky to have such marvellous live music at all these events.

Education and Training, under Maureen Richardson is seeing success with offering Introductory Classes, which then draw beginners to the more challenging Basic classes. This year a new class was offered in Aurora creating a small but dedicated group of new dancers. Thanks go to Glenna MacDonald, Convenor for organizing venues and class coordinators. Many thanks as well to Moira Korus, convenor for Youth Events including the Youth Workshop and Ball, and teacher of the participants testing for the Dancing Achievement Award. The Teacher's Panel this year, with Teresa Lockhart as Convenor, has finalized a categorization of dance formations by Level, as well as Guidelines for Devising Dance Programmes.

Marketing, under Peggy Frye and then Paul Barber as of November 2015, continues to explore ways of attracting new dancers. Culture Days in September drew a number of participants and a new 22" Smart TV has been purchased to run SCD videos and catch eyes at other external marketing opportunities. Our brochures have also been redesigned to offer a space for Social Groups to add local information for local distribution.

The Demo Pool performed 20 demonstrations this season. Thanks go to Stella Henderson, as Convenor, for managing all these bookings, to those that teach and coordinate demos, and the 40 or so dancers that volunteer their time and talents to participate in the demonstrations.

This concludes the summary of the Director Reports.

MOTION: Andrew Henderson moved that the Report from the Board Directors be accepted.
Seconded by Ken Adamson. CARRIED

7. Report of the Nominations Committee

John Clark, Chair of the Nominations Committee, reported that as there have been no additional nominations for positions on the TA Board, and all Board members have indicated they will remain, an election for Board members is not necessary.

8. Election of the Board of Directors:

John Clark declared the slate of nominees acclaimed. The RSCDS TA Board is as follows:

Chair: Deirdre MacCuish Bark
Vice Chair: Jean Lindsay
Secretary: Nancy White
Treasurer: Wendy Fulton
Director, Programs: Louis Racic
Director, Communications: Wayne Ellwood
Director, Membership and Volunteers: Wayne Fraser
Director at Large - Marketing: Paul Barber
Director at Large - Education and Training: Maureen Richardson

9. New Business

- a) Procedures Manual: Jean Lindsay outlined the work that had been done on the Procedures Manual and the need for the Membership to approve the changes made. The Procedures Manual has been posted on the website for the past two months for the membership to review. Reminders to do so were posted in the e-notes sent to the Social Groups.

MOTION: Jean Lindsay moved that the proposed edits to the RSCDS TA Procedure Manual be approved. Seconded by Judy Williams. CARRIED

- b) Honourary Lifetime Membership: Keith Bark thanked John Clark for his service to the RSCDS TA.

MOTION: Keith Bark moved that John Clark, Immediate Past Chair of the Toronto Association, be awarded Honourary Life Membership of the Royal Scottish Country Dance Society, Toronto Association in recognition of his years of service to the Association, culminating in his years as Chair. Seconded by Wendy Fulton. CARRIED

Keith presented John with a framed Certificate.

- c) Membership Fee Increase: Wayne Fraser outlined the Background information that had been provided in the Agenda. To reiterate:
- November 7, 2015: The Society approved a £2 increase to 2016/17 membership fees.
 - November, 2015: An elevated currency exchange rate impacted the Toronto Association's payment to the Society for 2015/16 memberships.
 - January 11, 2016: The Board determined that the Society's 2016/17 fee increase would be passed to membership.
 - March 17, 2016: The Finance Committee reported that TA has a comfortable financial position in 2015 audited statements. The Board discussed whether there remained a need to pass the Society fee increase to the membership and determined that the Motion would stand for membership vote as the last two fee increases approved by the Society in 2012 (for 2013/14) and 2013 (for 2014/15), had not been reflected in TA fee increases.

Wayne also noted that of the total fee of \$64 collected for membership, \$24 was retained by TA and the remaining \$40 is forwarded to the Society.

MOTION: Wayne Fraser moved that RSCDS TA membership fees be increased \$4/ member to reflect the increase approved at the Society's 2015 AGM. Seconded by Paul Barber.

DISCUSSION:

Barbara McNutt asked if the Board knew that we were going to be in a positive financial position when we put forward the Membership fee increase. Wendy Fulton responded the Board did know by March as outlined in the Agenda Background information provided. She noted that the Association profit was primarily the result of higher than budgeted attendance at Branch Classes and that Maureen Richardson was not given an honorarium for teaching her branch class, both of which were unusual situations. Keith Bark also responded, as a member of the Finance Committee, providing an outline of what the TA portion of the fee covers.

The new membership fee of \$68.00 would be allocated as follows:

The Society Portion	40.00
TA Insurance	3.25 (\$1,139 over 350 members)
Auditor	10.00 (\$3,500 total cost)
TA Administrative Expenses	5.70 (\$2,000 typical annual cost)
TA Communications/ Publicity	<u>8.85</u> (\$3,100 typical annual cost)
	\$67.80

Keith also noted that inflation and exchange rates had a great impact on value of the fees. Andy Henderson asked what the Society portion of the fee covered. Keith responded to this as well, outlining the cost of the upkeep of the Society offices in Edinburgh, the Administrative Staff salaries, the publishing the Scottish Country Dancer Magazine, running Summer School, as well as the maintaining the Jean Milligan fund.

John Davies noted that the benefits of membership as well as dances being subsidized without affecting membership fees. He recommended that the motion be accepted.

Deirdre put the Motion to a vote: in favour: 84, Against: 5, Abstained: 2; CARRIED

10. Adjournment

MOTION: Theresa Malek moved that the meeting be adjourned; Seconded by Stella Henderson; CARRIED

The meeting adjourned at 9:20 pm.

Submitted by
Nancy White, Secretary
DRAFT August 12, 2016

Deirdre MacCuish Bark, Chair

Date