

Monday 2 March 2020: Dell Farquharson Community Centre, Dunfermline

Agenda:

1. Chairman's Opening Remarks
2. Apologies
3. Minutes of 2019 AGM
4. Chairman's Review of the Year
5. Secretary's Report
6. Treasurer's Report
7. Branch Procedures
8. Election of Office Bearers and Committee Members
9. A.O.B.

1. Vice-Chairperson's Welcome

Linda MacDougall, Vice-Chairperson, welcomed everyone to the meeting and thanked the 36 members in attendance for their presence. She also apologised for the inconvenience of the recently cancelled classes, due to works on the hall ceiling.

2. Apologies

Apologies were received from Lynda Laird (Branch Chairman), Kirsty Molnar, Sandra Ritchie, Alice Robertson, Andrea Wilson and Colin and Joan Tyler.

3. Minutes of 2018 AGM and Matters Arising

There were no amendments to the minutes of the 2018 Branch AGM.
The minutes were proposed by John McLean and seconded by David Welch.

4. Chairperson's Review of the Year

Due to the AGM date being moved as a result of hall works, Lynda Laird was unavailable to chair the meeting, however it had been agreed that the Secretary's Report would cover the annual review of the Branch.

5. Secretary's Report: Amy Drysdale

Firstly, I would like to thank the other office bearers and Branch Committee, who have assisted me as Branch Secretary. With each AGM, we have changes to our Committee, so I would also like to thank in particular Lynda Laird, who steps down as Chairman tonight, and Kirsty Molnar, who retires from the committee having completed three years.

Our Monday night classes have continued throughout the year, and we'd like to thank all of our Branch teachers and musicians this year who have ensured our dancers have enjoyed the evenings. It has also been positive to see a number of new dancers attending our Improvers classes this year, and we hope that they will continue to enjoy dancing with us.

We have also seen success this year in our Branch, and I'd like to congratulate Fhi Hewitt on completing her RSCDS teaching certificate. It makes a great difference when we have a range of qualified teachers willing to assist, relieving the load on the Branch's regular teachers and providing dancers with a variety in the dances chosen and teaching styles.

In addition to our Monday evening classes, we've also run our three summer dances in July and August, as well as Sunday evening technique classes through the winter months. Much of our support for these comes from our friends in other branches and groups, and we would be glad to see more of our members attending as we continue these events over the next twelve months. I'm sure everyone who has had the opportunity to come along would agree that these classes and dances are always enjoyable events.

The highlight of our year is always the Branch Ball, held in December in the Glen Pavilion. We had a fantastic night of dancing, with programme by Sandra Welch and music from Jim Lindsay, and holding the meal in the main hall again worked very well.

Our demonstration team continues to represent the Branch at various events including Princes St Gardens, and we are delighted that members of our children's class have also joined the demonstration ranks, both with the adult team and by carrying out their own demonstrations at local events. It's certainly very positive for the future!

Over the last year, we have been busy preparing for our 90th anniversary and there has been a lot of hard work put in - particularly by the 90th anniversary working group in ensuring that our book and CD were ready for sale before our anniversary year had even begun! We're delighted that the fantastic sales of our book and CD mean that, as James will mention in his report, we have already made a significant profit on our outlay in the last financial year, with a significant amount of stock still available for purchase. Over the next couple of months, we plan to video our dances, and make them available on the internet for others to view. As the Improvers class will confirm, online videos have become an ever more popular way for people to learn dances and we hope this will introduce our dances to a new audience.

The main event of our anniversary celebrations will be the 90th Anniversary Ball, to be held in the Glen Pavilion on Friday 31st May. We've had good ticket sales already, but we would love all of our Branch members to be part of this special event, which will be attended by the RSCDS President and Chairman. If you haven't yet purchased your ticket, do submit your application before the Early Bird booking expires - whether you regularly attend our Ball or if this would be your first time, we'll know you'll have a fantastic time.

6. Treasurer's Report: James Laird

We currently have 67 Branch members, which is in line with last year although our active membership has increased slightly.

Year	2019	2018	2017	2016	2015	2014	2013
Members	67	67	69	71	70	69	68

Of those 67 Branch Members:

Type of Member	Class Fees Paid Upfront	Weekly Payers	Joined Since New Year	'Sleeping' Members	No Class fees
2019	41	13	3	7	3
2018	30	21	1	11	4
2017	34	19	2	10	4

Financially, the headline numbers are a loss for the 2017-18 financial year of £3,533.41, resulting in a reduction in the Branch reserves from £10,378.74 to £6,843.33.

It is important to put this into context and recognise three areas of significant expenditure:

- £2,338.25 on 90th Anniversary activities, which would generate income in future periods
- £570, half of Fhi Hewitt's teaching certificate fees to assist the Branch
- £220 on a new sound system which has already proved useful for the Improvers class

Adjusting for these items, the underlying loss for the normal branch activities was £405.

The breakdown of the key activities contributing to this result are as follows:

Activity	2018-19 Estimate	2017-18 Actual
Branch Membership	459	335
Monday Classes	730	(371)

Class Parties	(40)	122
Technique Classes	73	114
Summer Dances	(195)	9
New Book 51 / 52 Classes	34	(4)
Children's Classes	(180)	(172)
General Expenses	(420)	(418)
Annual Ball	49	(20)
Total – Normal Activities	510	(405)

The increase in branch membership and class fees agreed at last year's AGM is the major driver in turning the negative result last year into an anticipated profit this year, and I see no requirement for these to be changed this year. The main elements of the general expenses are insurance, stationery, batteries, gifts and supporting the demonstration team.

As stated previously, the investment in the 90th Anniversary activities incurred in the 2017/18 financial year is generating income in the current year as follows:

Activity	2018-19 Estimate	2017-18 Actual	Total
Dance Trial Costs		(88)	(88)
CD Recording Costs		(1950)	(1950)
CD Production Costs	(1098)		(1098)
Book Printing Costs	(948)		(948)
90th Ball Hall Deposit		(300)	(300)
90th Ball Printing	(152)		(152)
Mementos	(615)		(615)
CD / Book Sales	5240		5240
Total – 90th Anniversary	2427	(2338)	89

In addition, we are still holding approximately £2,400 worth of stock of CDs and Books, and 60 tickets have been sold so far for the 90th Ball.

Finally, I would like to thank David Welch for his clear handover and support when required, Linda MacDougall for her diligent work on membership registrations and Christine Tuffy for her independent review of the accounts and preparation for submission to OSCR.

7. Election of office-bearers

Position	Nominee	Proposer	Seconder
Chairman	Linda MacDougall	Sheila Imrie	David Welch
Vice-Chairman	Fhi Hewitt	Alison Austin	Margo Priestley
Secretary	Amy Drysdale	Margo Priestley	Fhi Hewitt
Treasurer	James Laird	Val Jeffrey	Sandra Welch
Ordinary Members			
Electable to 2021	Andrea Wilson	John Philip	Rae Woods
Electable to 2022	Margret Plummer	John McLean	David Welch
Electable to 2022	Sandra Welch	Eileen Donaldson	Rae Woods
Electable to 2022	Rebecca Witts	Neil MacDougall	Alison Austin
Hon President	Janette McSporrان	Amy Drysdale	Linda MacDougall

As there were more nominees than available positions on the Branch Committee, a vote was required to confirm who would be elected to the Committee. As this is an unusual situation for the Branch, and there is no process laid out in the Constitution for this situation, an interim procedure was undertaken which gave preference to those in attendance at the meeting.

In recognition that there is a lack of approved procedure in place, a review of the constitution in general and voting procedures in particular will be undertaken by the committee prior to the next AGM.

Notes:

- Delegates for RSCDS AGM (November 2019) to be confirmed by Committee
- Branch Auditor to be confirmed by Committee
- Class Representative, who can bring queries or comments to the Committee on behalf of any member, to be confirmed by Committee

8. A.O.B.

- Ian McCrae asked if the committee would look at making the first 2 classes of next term free of charge, given the issues with the hall and cancelled classes. James Laird stated that it was already his intention to put this proposal to the branch committee at the next meeting, and the price of the Spring Dance has already been reduced in compensation.
- Margaret Reddie asked if the children's class could be promoted at the end of the school holidays and the start of the school term. Linda MacDougall highlighted that posters and flyers had been widely distributed to local schools in the Autumn term, and that more will be distributed at the end of the summer holidays. Amy Drysdale highlighted that paid adverts have been used previously in local newspapers and magazines with no success.
- Jane Blackie proposed that a Monday night class event could be held to celebrate the Branch 90th Anniversary. This will be duly considered by the Branch Committee.
- Margaret Reddie queried the planned decorations for the 90th Anniversary Ball, describing the decorations at the last December Ball as "shabby" and "dull". Linda MacDougall and Amy Drysdale confirmed that plans for the 90th Anniversary decorations and colour scheme are already underway, but the comments have been duly noted for future Balls.
- Andrea Wilson, being unable to attend, had asked for a letter to be given to Amy Drysdale as Branch Secretary on the evening of the meeting. As such, the letter was read verbatim to the attendees and the Office Bearers responded to each individual point:
 - o *"Due to the profit made on the sale of the new books / CDs, I would suggest that Branch members be encouraged to attend the 90th celebration, by offering them a £10 reduction in the sale of their ticket."* James Laird noted that the Branch will probably make a profit of around £1500 on the sale of books and CDs, which will balance the predicted £700-£800 deficit on the 90th Anniversary Ball. Branch members in attendance all agreed that it would be wrong to ask visitors to pay substantially more than members, and only members attending the Ball would benefit from the reduction.
 - o *"The members should also be advised that a new hall for Summer Dancing was located, but disapproved by the Committee, due to the extra £35 cost from £40 in*

the present hall to £75 in the alternative, which was the Baptist Church, East Port, Dunfermline – a more central location for dancers who use public transport, ample parking and more importantly a wooden floor.” Linda MacDougall reported that she had visited the hall which, while nice, was restricted in floor size by pillars but was more conscious of the considerably higher rental charge, given the loss reported by James Laird of £195 from the 2018 Summer Dances. Branch members agreed that there are issues with the current hall. Linda Cullen suggested booking one night of Summer Dancing in the alternative venue next year as a test, proposing that a different hall may bring in more dancers and therefore cover the increase in cost. This will be followed up, along with alternative suggestions of Lynebank and Aberdour.

- *“Committee meetings should be held in a more neutral situation i.e. Church Hall or suchlike rather than in any house – the funds can easily maintain the added cost.”* Attendees queried why this had been raised at the AGM and confirmed that it should remain a matter for decision by the Branch Committee.
- *“My suggestion of the Childrens [sic] Class doing a demonstration at the 90th Ball was declined due to no time, but surely we must be encouraging our youth and a 10 minute slot during the interval of the Ball, would be very welcome by the attendees and encouraging to the young ones who would then see adults taking to the floor and a few may perhaps join us for the second half of the Ball.”* Branch members agreed that the interval would be too late in the evening for young dancers to attend, and as dinner and speeches will take place at the start of the night, it would be difficult to include then. Should changes to the Ball programme indicate the possibility of a youth demonstration, then their teacher will be approached.
- Janette McSporrán proposed a vote of thanks to the office bearers for their hard work on behalf of the Branch and making it such a pleasant year of dancing.

There being no other business, the meeting closed at 9:40 pm.