

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE ROYAL SCOTTISH COUNTRY DANCE SOCIETY
NEW ZEALAND BRANCH INC.**

HELD AT COPTHORNE HOTEL, MASTERTON ON 1 JANUARY 2018 AT 1.30 PM

PRESENT:

Management Committee: Elaine Laidlaw (President), Liz Lusher (Secretary), Margaret Cantwell (Treasurer), Lee Miller (Education and Training), Diane Bradshaw (Youth), Sue Lindsay (Communication and Publicity), Linda Glavin (Membership).

Other members: Gary Morris, Glenice Saunders, Jeanette Patterson, Andrew Patterson, Antanas Procuta, Alan Cassidy, Elaine Rowse, Nicole Trewavas, Hannah Roxburgh, Michael Laidlaw, Murray Corps, Andrea Wells, Caroline Samuel, Juping Zhou, Lorraine Hearne, Trish Henley, Roy South, Elaine South, Katharine Hoskyn, Michele Miller, Eric Churton, Duncan Laidlaw, Mary Ronnie, Edith Campbell, Melva Waite, Joan Tuffery, Sue Pearson, Ian Pearson, Paul Roxburgh, Elaine Lethbridge, Desiree Patterson, Ian Tayforth, Bronwyn Maysmar, Beverley Kirby, Enid Honiss, Colleen Gunn, Claire Brocklehurst, Dorothy Wilson, Gaylia Powell, Judy Pearce, Leslie Wilton, John Gregory.

OPENING: The President declared the meeting open, thanked attendees for their prompt arrival and asked them to be sure to sign the attendance register if they have not already done so. She reminded those present that comments be concise and directed through the Chair, and requested that when members speak, they introduce themselves, and where they are from.

The President reminded members that “the business that we are doing here today is to foster the enjoyment and promotion of Scottish Country Dancing”.

All people present were asked to switch off their mobile phones.

GREETINGS: The New Zealand Branch received greetings from: Lydia Hedge, Canada; Clive Warren-Smith, RSCDS Scotland; Morag and Keith Napier, Australia; Malcolm Brown, RSCDS Scotland. The Branch received from the Society a Certificate honouring the 50th Anniversary of the New Zealand Branch. Elaine advised that in honour of the 50th those present at the AGM would be toasting the event with bubbles at the end of the meeting.

APOLOGIES: Janet Favel, Quentin & Ruth Currall, Yvonne & Ian Gray, Elizabeth Ferguson, Sharlene Penman, Nicky & Keith Hawkins, Debbie Roxburgh, Pat Henley, Neil Horne.

It was moved by Elaine Laidlaw, and unanimously agreed that apologies be accepted. CARRIED.

BEREAVEMENTS: The following dancers passed away during 2017: John Bailey, Jean Bushnell, Wanda Cowley, Marjorie Crawford, Ross Edwards, Jenny Field, David Hollman, Jean Jack, Richard A Kirby, Colin Laing, Yvonne Miller, Trevor Raynor, Betty Redfearn, Jean Roberts, Janet Rowlandson, Tom White, Norman Whitson, Nelma Woodfield.

The President asked all to stand for a minute’s silence.

ROLL CALL: Region Delegates and voting numbers. 42 delegates were represented.

Auckland	13	Waikato Bay of Plenty	5
Hawkes Bay East Coast	1	Rangitikei	4
Wellington	7	Nelson Marlborough	2
West Coast	1	Canterbury	6
Otago	2	Southland	1

LIFE MEMBERS: The President welcomed the following Life Members to the meeting: Dorothy Wilson, Mary Ronnie, Gary Morris.

OTHER ITEMS: The President asked for notice of any other items to be discussed under General Business, relevant to the Annual General Meeting, which were not already on the Agenda. 3 items were notified.

TIMING: The President advised that, for general matters, speakers would be allowed a maximum of 3 minutes. Time allocations for Remits would be: Proposer 4 minutes, Seconder 3 minutes, Speaker 2 minutes, Right of Reply 3 minutes.

TIMEKEEPERS: The President proposed that Andrea Wells and Sue Pearson be timekeepers. **AGREED.** The timekeepers were asked to ring a bell 30 seconds before the maximum time allowance for speakers and at the time limit.

PREVIOUS AGM: The minutes of the meeting held on 1 January 2017 were sent to Members earlier in the year. It was moved by Elaine Laidlaw and seconded by Linda Glavin that the minutes be taken as read. **AGREED.**

NO MATTERS ARISING FROM THE MINUTES

ANNUAL REPORTS:

President: The President advised that she had nothing to add to her annual report.

It was moved by Elaine Laidlaw, seconded by Mary Ronnie that the President's report be accepted. **AGREED.**

Treasurer: The Treasurer advised that the only comment to add to her report was that there would be a reduction in the Summer School Loss of \$5015, due to funds to be recovered from an overseas air fare. This would now show a small surplus. This would now allow payment of the Musician's Levy which had not been previously made, with the residual profit to be added to the Summer Schools Fund. Margaret proposed a vote of thanks to Anne-Marie Forsyth for her work in negotiating the refund.

Margaret Cantwell moved that her report be accepted and that the 2016-2017 Financial Statements be approved. Seconded by Linda Glavin. **AGREED.**

Discussion: Katharine Hoskyn thanked the Treasurer for the very informative written report that accompanied the accounts. She therefore had no questions to raise, as all points had been covered in the written report. Her only comment was that the balance in the RSCDS Subscription Account is still far too high. Margaret replied that following the latest RSCDS payment, the account balance is now reduced to \$9680. Katharine thanked Margaret and commented this is also too high.

Communication and Publicity: Sue Lindsay advised she had nothing to add to her report.

It was moved by Sue Lindsay, seconded by Michael Laidlaw that her report be accepted. **AGREED.**

Sue commented that for Dance Scottish Month 2018: 45 Clubs, from all parts of New Zealand, had taken up the offer and had received information; 5 Clubs had declined; no response from the others.

Education and Training: Lee Miller reported the following:

- Activities: Support of Auckland Region Teachers Training Day in Northland. Maintaining records of current teachers and their teaching experience. Coordinated evaluations across New Zealand for Book 52.
- Unit 1 Exams: Debbie Roxburgh ran preparation classes for 5 from New Zealand and 7 from Melbourne. All New Zealand candidates passed. Process for reimbursements of related expenses to local invigilators is unclear.
- Unit 2-3: 7 candidates enrolled through New Zealand Branch for class at Summer School.
- Summer School 2019-20: Initial indication of interest from Waikato/BOP.
- Lee advised that discussions were ongoing on how to increase support to the Regions for training to all levels of members.

It was moved by Lee Miller, seconded by Antanus Procuta that his report be accepted. AGREED.

Discussion: Katharine Hoskyn asked that a longer time frame be considered for advising Branch support for Exam candidates, as candidates needed to know earlier than this year so they could plan their additional preparation. Lee advised that it would be discussed by the Management Committee.

Membership: It was moved by Linda Glavin, seconded by Duncan Laidlaw that her report be accepted. AGREED.

Linda reminded that members who had changed their email addresses need to advise Membership. Also if members go into the Society database they are still required to advise New Zealand Branch. Michael Laidlaw inquired what the membership was at present. Answer 723.

Youth: Diane advised the following for addition to her report. 34 Medal Test awards were completed at JAM Camp. There had been no applications to the Youth Fund. Diane reminded members the fund is there to support JAMS and dancers up to 30 years old. The JAM Membership has now been changed to cover a calendar year (not as previous Sept to August). The fee to remain at \$5 per annum or part of, and the membership for those who are currently members will expire 31.12.2018.

It was moved by Diane Bradshaw, seconded by Margaret Cantwell that her report be accepted. AGREED.

Book shop: It was moved by Sue Pearson, seconded by Ian Pearson that her report be accepted. AGREED.

Record shop: It was moved by Dorothy Wilson and seconded by Duncan Laidlaw that her report be accepted. AGREED.

SCRUTINEERS: The President proposed that Claire Brocklehurst and Desiree Patterson be Scrutineers and asked the meeting for approval. AGREED.

ELECTION OF OFFICERS:

President: The President vacated the chair. The Secretary advised the meeting that one nomination had been received for the position of President: Elaine Laidlaw. (Nominated Debbie Roxburgh, Seconded Douglas Davidson.) As there was only one nomination, the Secretary asked if it was the wish of the meeting that Elaine Laidlaw be appointed President of the New Zealand Branch for 2018. AGREED WITH ACCLAMATION

Vice President: The President advised the meeting that one nomination had been received for the position of Vice President: Linda Glavin. (Nominated Margaret McMurtry, Seconded Kath Burn). As

there was only one nomination, the President asked if it was the wish of the meeting that Linda Glavin be appointed Vice President of the New Zealand Branch for 2018.

AGREED WITH ACCLAMATION

Secretary: As no nomination had been received, the President called for nominations from the floor. Melva Waite nominated Michele Miller and was seconded by Desiree Patterson. Michele Miller agreed to accept the position of Secretary of the NZ Branch for 2018.

AGREED WITH ACCLAMATION

Elaine thanked the retiring Secretary, Liz Lusher. It was agreed that Liz continue to take the minutes for the meeting.

Treasurer: As no nomination had been received, the President called for nominations from the floor. Sue Pearson nominated Margaret Cantwell and was seconded by Linda Glavin. Margaret agreed to accept the position of Treasurer of the NZ Branch for 2018.

AGREED WITH ACCLAMATION

Education and Training Coordinator: As no nomination had been received, the President called for nominations from the floor. Linda Glavin nominated Lee Miller and was seconded by Sue Lindsay. Lee agreed to accept the position of Education and Training Co-ordinator for 2018.

AGREED WITH ACCLAMATION

Membership, Communication and Publicity Coordinator: The President advised that one nomination had been received for the position of Membership, Communication and Publicity Coordinator. Sue Lindsay. (Nominated Chris Whittington, seconded Pamela Fisher). As there was only one nomination, the President asked if it was the wish of the meeting that Sue Lindsay be appointed Communication Co-ordinator for 2018.

AGREED WITH ACCLAMATION

Information Technology Coordinator: The President advised that one nomination had been received for the position of Information Technology Coordinator: Andrew Patterson. (Nominated Douglas McCartney, seconded Gail Schofield). As there was only one nomination, the President asked if it was the wish of the meeting that Andrew Patterson be appointed Information Technology Coordinator for 2018.

AGREED WITH ACCLAMATION.

Andy introduced himself and advised that he was looking forward to working with the Management Committee.

Youth Coordinator: The President advised that there was one nomination for the position of Youth Coordinator: Debbie Roxburgh. (Nominated Nicole Trewavas, seconded Hannah Roxburgh). As there was only one nomination, the President asked if it was the wish of the meeting that Debbie Roxburgh be appointed Youth Coordinator for 2018.

AGREED WITH ACCLAMATION

Elaine thanked the retiring Youth Coordinator, Diane Bradshaw.

Hannah Roxburgh spoke on behalf of Debbie relaying that she was looking forward to the role, and returning to where she had previously been involved in setting up the JAM system.

RETIRING MEMBERS: In addition to previously noted retiring members, Elaine thanked Sue Lindsay and Linda Glavin for their time as coordinators over the last 3 years. Both Sue and Linda were remaining on Management Committee in new roles.

REMITTS:

The President proposed the following timing arrangements for handling remits.

Proposer: 4 minutes Second: 3 minutes
Speakers: 2 minutes Right of reply - Proposer and Second: 3 minutes

The President advised that these are maximum times and, if they wished, seconds could waive their speaking rights, also proposers and seconds could waive their right of reply.

Remit 1: Constitution Changes. Proposer Elaine Laidlaw. Second, Margaret Cantwell. Margaret spoke to the remit and advised these were changes approved in principle. Voting: For 42. Carried.

Remit 2: President's Travel Budget. Proposer Margaret Cantwell. Second, Liz Lusher. Voting: For 42. Carried.

Remit 3: Honoraria and Payments for Non-Management Committee Positions. Proposer Margaret Cantwell, Second, Liz Lusher. Voting: For 42. Carried. Mary Ronnie of Otago Region advised the meeting that the spelling of Honoraria be changed to Honorarium.

Remit 4: Honorarium and Payments for Management Committee Position Holders.

Part A: Honorarium

Voting: For 42. Carried.

Part B: Management Committee Expenses for Summer Meetings and AGM for 2017-2018 Financial Year

Katharine Hoskyn commented that this subject had received considerable discussion last year at both the Forum and the AGM. From that discussion there was clearly considerable support for a ceiling of \$1000 to be set on Summer School payments for Management Committee. She was surprised that there was no recognition of this in the rationale for the motion. She suggested that in future years, Management Committee give consideration to the wish of a significant number of people that there should be a ceiling of \$1000.

Margaret replied it would be taken on board, but thought the rationale had been explained.

Voting: For 37, Against 0, Abstentions 5. Carried.

Part C: Management Committee Expenses for Summer Meetings & AGM for 2018-2019 Financial Year

Proposer Margaret Caldwell (Treasurer), Second Elaine Laidlaw (President)

Margaret advised that this was a repeat of Part B, but for the 2018-19 financial year.

Antanus Procuta of Waikato/BOP Region on behalf of Glenna James Proposer and Shelley McConnel Second proposed an amendment to Part C of Remit 4.

"That the Summer School fee at the non-dancing rate (exclusive of any single occupancy supplement or other optional surcharges) be paid for three nights surrounding the AGM (in order for the business of the AGM to be concluded) for the following positions – RSCDS NZB: President; Vice President (if applicable); Treasurer; Secretary; Coordinators – Communication, Publicity & Membership; Education & Training; Information Technology; Youth."

Rationale: The Society conducts their business of AGM over a weekend. Our Branch should be capable of doing the same. This means that 3 days becomes the standard payment. If any member of Management Committee has a case for further payment, they can gain further reimbursements using the 2016 AGM motion, "That Management Committee and other Branch appointees continue to be able to be reimbursed for reasonable actual expenditure on NZ Branch business".

Having a continuing remit ensures that we do not end up with the same remits every year, and as there is no actual monetary value, it does not need to be re-submitted. If the members of the Branch want an amendment, a new remit can be submitted for the next AGM.

Michael Laidlaw spoke advising it was very similar to a previous remit which not been accepted by the Membership.

Margaret Cantwell spoke and advised that Management Committee's only other expenses for meetings were the mid-year meeting when planning was done to coincide with Region events and members were billeted.

Katharine Hoskyn said she believed that this remit was the result of the lack of acknowledgement of the ceiling on payments of \$1000 mentioned earlier in the meeting. She also expressed concern that the meeting was being asked to approve a remit for which no costing had been provided.

Antanus Procuta spoke advising that other organisations used a similar provision around reimbursements for AGM.

The question was raised as to how many nights were paid for. Currently it was full school of 8 nights plus 1 extra before the school to enable meetings to commence evening of 27th and a full day on 28th.

Voting on the Amendment: For 6, Against 36. NOT CARRIED

As the amendment to Part C of Remit 4 was not carried, the original Remit was voted on.

Voting: For 37, Against 0, Abstentions 5. Carried.

Remit 5: Membership Fees. Proposer Margaret Cantwell. Secunder Elaine Laidlaw. Andrew Patterson suggested that the Branch Service Fee should be based on budgetary requirements and not allowed to fluctuate with the exchange rate since this results in a two-tier fee (one for Life members and one for everyone else).

Voting: For 42.

Remit 6: Removal of Vice-President. Proposer, Bill Jacob, Secunder Heather Johnston.

Mary Ronnie reminded the meeting that Elaine in her report had noted that a Vice president for the past a year would have been of great assistance.

Voting: For 9, Against 33. NOT CARRIED

Remit 7: Young Dancers at University. Proposer Wayne McConnel, Secunder Jeanette Lauder.

An amendment to the Remit was proposed by Duncan Laidlaw and seconded Katharine Hoskyn to read: "that the NZ Branch support the establishment of Dance Scottish Clubs at NZ Universities"

Discussion: Mary Ronnie - to include Technical Institutes. Hannah Roxburgh – what has Waikato/BOP had success or failure with? Paul Roxburgh – what is Branch expected to support? Elaine Laidlaw – Have any Regions had experience with this? Mary Ronnie – One member did make attempt but it needs support from the university. Katharine Hoskyn – The difficulty was also considered at Auckland

AGM, where members were reminded of successful overseas initiatives and suggested that we should try. Melva Waite – It requires encouragement. Had been tried at Wellington but did not continue. Andrew Patterson – Work required but down to the Regions. Edith Campbell – To come from dancers who attend University to make this happen. Elaine Laidlaw – A group at Wellington in the past, but perhaps now time for JAMs to step up. Claire Brocklehurst – In her experience, it works best when students initiated it themselves.

The meeting agreed that the amendment to now be: “That the NZ Branch support the establishment of Scottish Country Dancing at NZ Tertiary Institutions”.

This amendment was accepted unanimously by the meeting. The amended motion was voted on. Voting: For 38, Against 4. Carried.

Remit 8: Voting Entitlement. Proposer Antanas Procuta, Seconder Katharine Hoskyn

Antanas spoke and reiterated the points of rationale as per the Annual Report.

Katharine emphasised that this remit is about whether or not the Branch wishes to discuss a change to the voting process, not whether or not to change the process. It is asking for a consultative process about how changes might work. It was recognised that this discussion could not be completed prior to August when remits need to be submitted for the next AGM. Hence the two year period, with a progress report next year.

Discussion from the floor: Michael Laidlaw queried the rationale: To bring voting entitlement to accord with the current “Model Constitution for Local Association of Members’ (Branches), available on the Society website. Gary Morris queried if it included NZ Branch Life Members. Reply Yes it did. Lee Miller commented it may have budget implications. Margaret Cantwell queried if it was passed would it have priority over other work by Management Committee. Antanas Procuta replied that members could assist with the process, and would be a Management Committee decision if a priority.

Voting: For 32, Against 10. Carried.

FUTURE SUMMER SCHOOLS:

2018-2019 Nelson: Doug Mills organiser spoke to the meeting. Flyers and Registration forms were now available. Planning was well underway. With limited accommodation it will be strictly twin share. School fees to be: Full school \$1700, Resident JSMs \$1050, Non Dancing Residents \$1500, Commuters \$700 Commuter JAMs \$150 with discount for RSCDS Members of \$100. The following classes to be available: Junior JAMs, Senior JAMs, Intermediate, Advanced, Social, Teacher Training, Very Advanced Low Impact, Very Advanced High Impact. Michael Laidlaw queried the Non Dancing Resident rate. Elaine thanked Doug and his team.

2019-2020: Elaine advised that no proposal had been received for the 2019-2020 Summer School, and conveyed that this was a concern. If there was no Summer School then when would the AGM and Exam Courses be held? Antanas Procuta of Waikato/BOP advised that it was being considered, and taking advice from Doug Mills.

SCHOLARSHIPS: The meeting was advised that the following scholarships were awarded in 2017. JAM: Caitlan Tipping, Emma Russ. Little Thistles. Teaching: Sandra Wyeth. Auckland. Dancer Under 3 Years: Donna Strachan. Rangitikei. Dancer Over 3 Years: Zuping Zhou, Wellington.

Elaine advised that Scholarships were open to all RSCDS Members. Also commented that the Little Thistles Club after 2 of their dancers receiving scholarships the club had fund raised which allowed 4 more JAMs to attend Summer School.

GENERAL BUSINESS:

BANK SIGNATORIES: The Treasurer Margaret Cantwell moved that the bank signatories be Elaine Laidlaw, President, Margaret Cantwell, Treasurer, Michele Miller, Secretary. Also that Liz Lusher remain a signatory until the required paper work had been completed for the addition of Michele. Any 2 can sign Branch cheques and approve online transactions. AGREED unanimously.

BUDGET: Margaret Cantwell (Treasurer) proposed that the Budget as circulated in the Annual Report be adopted noting that it was prepared on the assumption of the adoption of the Remits at today's AGM. AGREED unanimously.

REVIEWER/AUDITOR: Margaret Cantwell (Treasurer) proposed that Cross and Associates remain as the Branch Reviewer/Auditor. AGREED unanimously.

REMITTS - NOTICES OF MOTION: Katharine Hoskyn addressed the meeting and advised that there does not seem to be a distinction at the Branch AGM between Notices of Motion and Remits. She is happy to work with the Management Committee to make the distinction more apparent.

SUMMER SCHOOL ORGANISATION: Trish Henley put to the meeting the following: How do general members have input, especially re Teachers and Musicians? Can JAMs who have passed Gold Bar be in the Very Advanced class? Disappointed that no Musicians class at Nelson. Noting that Bands have been formed after attending this class at Summer School.

ARCHIVES: Mary Ronnie spoke to the meeting on the importance of retaining good archives, and this is highlighted with the Branch reaching its 50th anniversary. We need to remember who made the NZ Branch and it needs to be a factual history. Gary Morris advised that he had retained all his teaching books and records. Elaine Laidlaw responded that she had been in touch with the Turnbull Library who had been sent a list of NZ Branch archives for consideration. Any further response has not been forthcoming or it has been in poor condition. Elaine has made inquiries at a local storage facility as the amount is too large for storage at a private residence. Murray Corps has advised he has some records that he will make available in March-April 2018.

VOTING CARDS & ATTENDANCE: Delegates were asked to return voting cards before leaving the meeting. Attendees were reminded to sign the attendance register if they had not already done so.

CONCLUSION: The President thanked the members for attending. She welcomed the new members to the Management Committee and thanked the retiring Secretary, Youth, Membership and Communication & Publicity Coordinators for their contribution over the last 3 years.

The President advised that the 51st Annual General Meeting of the Royal Scottish Country Dance Society, New Zealand Branch Incorporated, will be held at Nelson, on 1 January 2019.

Mary Ronnie moved a vote of thanks to Elaine as the chair of a rather challenging meeting. Agreed with acclamation.

The meeting closed at 4:55pm. This was followed by attending members celebrating the 50th anniversary with congratulations and bubbles.

.....PresidentDate