

Boston Branch of the Royal Scottish Dance Society

Minutes of the Executive Committee

May 27, 2015

Present: Betty Allen, John Crabtree, Kat Dutton, Susan Haines, Merrill Henderson, Bob Littlehale, Linda McJannet, Jeremy Thorpe

Absent: Dale Birdsall, Alex Hall

Guest: Cathy Crabtree

1. Minutes from the April 29, 2015 were accepted as written.
2. Treasurer's Report (Bob) – The Main Checking account is at \$12,075.60 and the Lloyds account is at \$1,571.95 for a total of \$13,647.55. These numbers do not include the deposits for Pinewoods. It was moved and accepted to provide a music subsidy to the Kennebunk Class for their upcoming June 13th party. Bob reports that he has made the third payment to Pinewoods Camp for Scottish Sessions Pinewoods plus a half payment for ESC (the other half paid by CDS).
3. Reports from Liaisons –
 - a) Fall Concert (John) – The deposit for the hall has been paid. John reports that Beth Murray will be the pianist accompanying Fellswater.
 - b) Highland Ball (Bob) – The initial figures show a loss of \$636.12, but this is expected to decrease to about \$550.00. One consideration for the future is to rent the hall for an extra hour at the beginning for \$100 plus a 20% reduction to non-profits. We are paying \$50 for a liquor license but not selling liquor, so this is an unnecessary expense. Also to consider is the fact that the 30% savings for food will not occur next year (occurred because of last year's food issues). Therefore, if we choose to go with this same caterer, the cost will be up \$1000, so we may want to look for a different caterer. We also paid \$250 for an extra delivery charge for dishes and utensils which needed to be moved in and out at a specific time.
A follow-up survey to this year's Ball will be sent out.
 - c) ESC (Jeremy) – The current registrations number is 98 people plus the staff. The necessary number to clear a profit is 85. The schedule for the week will be posted on the web site very soon.
 - d) Scottish Sessions Pinewoods (Linda) – The organizers have been working hard and report that there is a short wait list. They are currently lining up party hosts. Half the camper information sheets are in and are needed in order for the jobs coordinator to do their work.
 - e) New Hampshire Highlands (Susan) – The signed contracts are being returned to the organizers. There is still room to apply.

- f) New Hampshire Highland Games (Merrill) – Nothing to report at this time.
- g) Teaching and Music Committee (Betty) – The new teacher names have been sent to TAC for a free one-year membership. The Challenge Class (started as a request from the Executive Committee for an advanced class and as a suggestion from RSCDS Headquarters for the Candidates) has not been doing very well. The class will occur in June, but should it continue perhaps as a series of workshops? It is not reaching the people that it should be reaching. Bob will investigate the profit/loss of the class and forward the information for discussion at the July 1st meeting. (Sent from Bob - Since its inception in April 2012 the class has turned a profit of \$50.70.)
- h) *Tartan Times* – The paper copies for the last edition were eventually mailed but it is still unknown as to why there was a delay. Evelyn and Barbara are both travelling so the July issues will be out after the 4th.
- i) Demonstration Team (Alex) – There is a planned meeting of the Park Avenue Church administrators on June 25th, so there should be a Demo Team presence as they are discussing rental policies and insurance. If Alex is not able to attend, then Linda said that she could be there.
- j) Membership (Dale) – No report at this time.
- k) Nominating Committee (Dale) – No report at this time.
- l) Website and Publicity (Kat) – The policy on e-mails will be two per event. The webmasters have two requests. They ask that the organizers of the events write the script and they will send it out on request. Otherwise, the event announcement will only appear on the calendar. The second request is that all fliers be proofread before being sent in order to limit the number of correction to one.
The webmasters have started an archive of past fliers on the events page so an event organizer can check out historic information.
- m) Bookstore (Merrill) – The Bookstore will be at the DownEast Fling and also at Pinewoods.
- n) Class liaisons –
 - Cambridge Class (Kat) – The class has had good attendance and is planning its end-of-the-year party for June 29th. Music will be provided by Terry Traub and friends.

4. Old Business –

- a) Committee vacancies – The Nominating Committee still has a vacancy. The Teaching and Music Committee needs a teacher and an at-large member. Jeremy and Susan will speak with the suggested candidates.

5. New Business –

- a) AGM preview – Refreshments are needed. Bob will bring paper goods. On the agenda will be an opportunity for discussion and voting on the change for the branch year.
 - b) Branch event policy - The Branch does not have a policy on harassment. Jeremy presented a draft that will be shared with Jean Farrington for her legal opinion. If it is approved, it will be printed in the Pinewoods Gazette and added to the Branch policies and Procedures.
6. Next Meetings –
- a) July 1 (changeover meeting) – Bob’s at 6:30 PM - potluck