

Minutes of Scottish Country Dance Club of Canberra Committee Meeting – 6 October 2016

Present: Barry Longstaff, Kate Armstrong, Catherine McLoughlin, Joo-Hua Teo, Michael Phillips, Jenny Atton

Apologies: Cathy Jones

Meeting opened at 7.30pm

General Business

1. *End of Year Social*

Barry has booked the band Strathmannan for Saturday 10 December for a joint Social to end the year with Belconnen Scottish Country Dancers Club to start at 7.30 for 8pm. It was agreed that a hall needed to be booked from 4pm to allow for preparation. Dancers will be asked to bring a plate, and tea and coffee refreshments will be provided. A programme of dances will be jointly devised by the teachers of each club. There will be no pre-sales of tickets and only cash will be accepted on the door.

Post Meeting Note. Barry will contact teachers Bruce & Jan Clarke, Elaine Arthur and Ann Parkinson about a programme of dances.

Barry will assemble videos of dances, once agreed, and produce a DVD or link to a You Tube playlist with the help of Kate.

Barry will ask Brian if he would produce a handout with the instructions for the dancers (a 'crib' sheet).

Jenny will find out the deadlines for publicising the Social to all local and regional clubs via the Branch's RSCDS monthly newsletter.

Post Meeting Note. The deadlines for the November and December monthly newsletters are Wednesday 26/10 and 23/11/16. The newsletter is distributed to about 220 parties which include Cooma, Nowra, Batemans Bay, Sydney and Hunter Valley contacts as well as state RSCDS, New Zealand and Edinburgh.

Barry will design a flyer to publicise the Social.

An outline budget will need to be set and consider various costs including band fees (approximately \$600), flyers, cribsheets, and DVD production (if required).

Kate highlighted that she would be overseas 8/12/16 – 18/1/17 and that therefore she would not be available to manage money for that period unless the payments (venue, band etc) can be done before she departs.

Post Meeting Note. Barry confirmed that St Andrews Church Hall is available and we await the outcome of a church committee meeting on 9 November to confirm the booking.

2. *Finances (particularly cost versus income for Thursday & Black Mountain Reelers Club sections)*

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Kate presented a summary of the current costs and income from class fees, membership subscriptions and investment interest given in Annex A. The Financial Records for 2015-2016 in Annex B were also provided. There was a discussion as to whether the weekly class fees needed to be raised. It was decided that there would be no increase in the class fees at this time.

3. Acknowledgment of Service to the Club

It was agreed that particular individuals had provided invaluable service to the Club for example for teaching and committee work. Acknowledgements such as vouchers for \$50 from Better Music shop in Philip could be purchased to acknowledge the service.

Other Business

- Ideas to develop a calendar of events for the Club for the next 12 months was agreed to be coordinated before 10 December. Potential events could include a Burns night, mini ceilidh to encourage newer dancers
- A repeat of the New Dancers Dance to help new dancers get used to socials was raised. This was an initiative led by Bruce and Jan in 2015 and would be raised with them as soon as convenient.

Meeting closed 8.15pm

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Annex A Discussion Information on setting the level of class fees for 2016-2017

Class fees are \$5 per person per class for both Thursday evening and the Black Mountain Reelers.

April 2015 - Sept2016	Class fees	Hall Hire	Surplus
Thursday evening	\$5008.50	\$4877.40	\$131.11
Black Mountain Reelers	\$5370.00	4818.00	\$552.00
Combined surplus			\$683.11

over \$1 price rise = additional \$2075 in income

Fixed costs for running SCDCC (based on 2015-2016)

Item	Cost
Bank charges	\$33.10
Postal/secretarial costs	\$8.35
Subscription to RSCDS	\$90.54
Music expenses (APRA, CDs)	\$123.68
Dance Insurance	\$266.08
Post Office Box	\$191
Lodgement of Annual Return	\$39
Gift for auditor	\$70
TOTAL per annum	\$821.75
Total for 18 months	\$1232.63

The above does not take account of additional 'gifts' of appreciation for teachers (other than Bruce) or Committee members.

Fixed costs minus combined surplus = ~ \$549. This amount needs to be found from other sources of income.

Other sources of income

2015-2016	
Memberships	\$260
Interest from investment and bank accounts	\$956.70
TOTAL	\$1216.70

Annex B Audited SCDCC Financial Records 2015-2016