

RSCDS NZ Branch Wellington Region Committee

Minutes of the meeting held on Tuesday 12 September 2023 at Petone Community House, 6 Britannia St, Petone

Present: Rod Downey (President), Debbie Stephens (Treasurer), Lynne Scott, Elaine Lethbridge, Janice Henson, Jeanette Watson, Edith Campbell [Ann Oliver attended 7.45 to 8.15pm]

Apologies: Michele Miller, Elaine Laidlaw, Aileen Logie [Zoe Attwood also unable to come due to road closure]

Bereavements: Karen Harris, Margaret McMurty

Minutes of the previous meeting were accepted. (R. Downey, L Scott)

Corrections to Minutes

- spelling of Anna **Verhaegh** and Janice **Henson**;
- Debbie and Rod **tried to** resolve bank access **but were unsuccessful**.

Matters arising

- Website backup – Michele has reported that James advised that a USB would be sufficient for backup. Lee is not prepared to take this on. **Rod** to approach Lorelee
- Advertising grants – Ngaio's event funding not previously paid as receipts not received, now received and ready to be paid, already approved.
- Bereavements – Branch responded declining our request for bereavements to be emailed via MailChimp to all RSCDS members. They will continue with the current process [Branch Secretary emails Region Secretaries who email Club Secretaries who email club members].
- December committee meeting – date moved to 12 December 2023, Petone Community House booked (Room 3)
- Agenda to include phone numbers of President Rod 022 4234025 and Secretary, so late apologies can be phoned in.

Summer School Wellington

Ann Oliver presented information on the 2024-25 Summer School to be held in Wellington. The Summer School committee are requesting support from the Region committee to encourage local dancers to participate in the School, as registrants, attending evening functions, but also contributing as gophers, morning teas & suppers, decorations, afternoon trips, shuttle drivers, etc

The SS committee will ask clubs directly for the assistance required but **Ann** to copy Region Secretary in to requests so Region committee is aware of what is being asked of whom.

Ann to provide progress reports and indicative timeline to committee through 2024

[Website](#) to be updated after Nelson SS, announcing venue for 2024-25 School

Finance Report

The 30 June 2023 and 31 August 2023 reports were presented and accepted (D Stephens/J Watson) Payments to be paid and approved as set out in the June report have been paid but still need to be approved.

Payments previously made but not approved, and those requiring approval, all as listed in the 31 August 2023 report, were approved (D Stephens/R Downey)

Noted that surpluses were generated by the Basic, Early Wellington and Advanced classes. Intermediate had a good number of registrants but used musicians for all classes, compared to Basics.

The 2022-23 overall loss of \$532.17 is a good result as we returned \$800 to clubs for advertising during the year.

Correspondence

In the period from 8 June to 30 August, the Region Secretary received 217 emails and sent 105 emails on the following topics:

- Centenary events, particularly to and from tutors to brief dances on 4 November
- Club dances
- Advanced classes

- Region funding for Ngaio club's event
- New Dancers' celebration prep classes and NDC 2024
- Archival committee report (no response)
- Summer School in Wellington 2024 - 2025. Ann Oliver, Organiser.

Thank you cards were posted to John Patterson and those involved in Region classes.
A bereavement card was posted to Duncan and Mary McDonald.

Reports

1. Region Classes (Aileen).
 - Reports presented were taken as read. Generally classes went well, although there are some items to improve next year, for example, more detailed guidelines for class tutors.. Rod/Jeanette to provide summary of feedback to each tutor.
 - Aileen to amend instructions to gophers to be clear that they should not provide raw feedback from the forms or a summary directly to the tutor.
 - Aileen to amend the Class Coordinator instructions to require sending the Region class guidelines to each tutor before the class, and President to send feedback summary to tutor after the class
2. Archival committee.

Report presented taken as read. Rod to recognise all the work done by Kristin, Phillippa and Lorealee at the AGM. Rod to adapt report into article for Harbour City Happenings to inform members of work being done, and encourage other contributions.

Calendar / planning

1. New Dancers' Celebration

Report presented taken as read, noting that 92 dancers have been *invited*, not registered. Michele to email club secretaries to

 - encourage those travelling over and back on the same day to offer spare seats for car pooling, and
 - to let Elaine Laidlaw know if invitees won't be going to the dance (to save on time and name tags)

NDC classes to be taken by Diane Bradshaw; gopher is Janice Henson
2. AGM – St David's is booked for 7 November. Michele to email club secretaries to update this information, as it's not on the calendar, and encourage nominations for committee roles. Nominations for Secretary and Vice President in particular are needed. Add date and venue to Website Reports from President and Treasurer to be sent to Secretary by 10 Oct.
3. Centenary Ball – Report presented by Rod, noting that costs are likely to be covered by current number of registrants
4. Hogmanay
 - Report received but not noticed until after meeting, draft programme for review, piper required
 - Janice to impress on Chris that the venue parking needs traffic marshals, and to visit before to understand where cars need to go. Arrows to direct cars will be needed.
 - Add to website when programme is ready

Other

- Constitution change – deferred for new committee to consider and move forward for AGM 2024.
- 2024 New Dancers' Celebration – Lower Hutt have agreed to organise, possibly combining with Upper Hutt and Eastbourne. Agreed with Linden to postpone their organisation 'turn' to 2025. Noted that the date is usually 1st or 2nd weekend of October but it depends on an available venue. Michele to write to Lower Hutt thanking them for their offer to host
- Lynne reported on the Upper Hutt ceilidh which attracted 40-50 people in the hall. Advertising was done using social media. Iain Matcham was a great MC. Hope to encourage attendees to join the club.

Meeting closed at 9.05 pm. Next meeting: 12 December 2023.