

NOTES ON 75TH SUB-COMMITTEE MEETING
OF THURSDAY 19 SEPTEMBER 1996.

It was noted that Mr Clement and Miss Parker were to meet with a Public Relations Company, and it was agreed that they might come up with a suitable slogan for 1998. Committee members suggestions were:

Lets Celebrate in 1998; Get set to join the in set

It was noted that a budget for the 75th celebrations would be required from Finance Committee. The Contingency fund which had been set up, was not for use in funding accessories or promotional events, but more as a means of assisting branches which may have incurred a shortfall.

The new style headed paper with the 75th logo would be paid for from the usual stationery costs, since new headed paper was needed on an annual basis. A new franking label would cost approx. £60. The Post Office was to consider a new design stamp as a first day cover and the design would have to be discussed with the graphic design company.

Commemorative Items

It was agreed to provide costings, minimum order details, and expected delivery times for the following which would be put before the Finance Committee to assess whether funding would be available.

Bone China Mugs with Dress Strathspey Tartan Pattern and "Produced for the Royal Scottish Country Dance Society "made in UK"" printed on the bottom. (L Gaul)

Crystal Boxed set of 4 whisky glasses and/or boxed goblet, with 75th anniversary logo engraved on the glasses. (M MacRae)

Sweatshirts with large 75th anniversary logo printed on the front and Poloshirts with small 75th emblem on the front left hand side of the shirts (G Parker)

Silver presentation spoons with either society crest or 75th logo (W Clement)

Fancy Chocolates in Presentation (tartan?) box and 75th logo (M MacRae)

Commemorative Malt Whisky with society label incorporating 75th logo. To be bottled packaged and posted by the company (W Clement)

A honey supplier had offered to sell her whole crop for use in personalised honey, however as the honey crop could not be guaranteed, and hence the price was uncertain, it was agreed to consider this again should any of the other products prove unsuitable.

It was agreed to ask the JMMF to fund the provision of free 'bugs' to any children taking part in any branch event held during the year.

1998 Events

It was noted that there had been little feedback from the branches regarding the proposed rallies, although it was noted that the 'South East' were hoping to hold a ball in the Grosvenor House as well as a rally in a cheaper venue. Ayrshire were to co-ordinate an event and Inverness were to organise a rally event.

The proposed dates for the Summer School were 19 July - 16 August 1998.

The 1998 AGM was to hold the lunch and AGM in the Glasgow Thistle Hotel and the other events in the Kelvin Hall, although the delegates would need to be clear from the Hotel by 6pm. All members would be welcome to attend the 11o'clock service at the Glasgow Cathedral. A sherry reception and tour of the city chambers were also being considered.

THE ROYAL SCOTTISH COUNTRY DANCE SOCIETY

Into the 3rd Millennium

The following is recommended by the Public Relations Sub-Committee as the most appropriate way to revitalise the Royal Scottish Country Dance Society (the Society) to prepare it for the tasks that lie ahead. The areas perceived to be most urgently in need of attention are:-

Declining Membership
Outdated Attitudes
Poor Image

TIMING

As the Society plans high profile events to celebrate its 75th Anniversary and to promote itself to the public, in 1998, it clearly makes sense to have any refurbishments to its image in place by then. Time is therefore of the essence. Prompt authority to proceed to specific milestones is very important.

APPROACH

The Sub-Committee are deeply conscious of the great affection in which the history and traditions of the Society are held. No changes have been recommended to time-honoured practises unless we are totally convinced that there is a clear advantage in doing so. Specific tasks have been allocated to individuals to maximise the use of the wealth of skills and experience within the Group and strict time controls operate.

We believe that this plan is realistically the minimum action that must be taken to achieve the significant transformations necessary to meet the stated objectives. It must be seen as a unified approach to a complex problem in which there are many interlinking elements. Nevertheless, there is clearly scope for amendment, provided it can be actioned quickly.

This failure to address marketing and public relation issues is typical of organisations with cumbersome decision-making processes - it is much easier to get agreement to maintain the status quo than to get new ideas tried. It does not reflect in any way on the efforts of Head Office staff nor the dedication of Committee members. The existing management structure of the Society simply makes it extremely difficult to initiate change. Nevertheless, changes must come from the centre first. Only when they are seen to be happening will Local Association Committees give any credence to suggestions. We must avoid projecting a 'Do as we say, not as we do' attitude.

THE PROBLEM

In many ways, membership numbers will accurately reflect the general health of the Society. As they are falling steadily, we may safely assume that all is not well. This is particularly so as it is happening at a time when there is a substantial upsurge of interest in Scottish dancing, music and culture generally.

If we assume that Scottish country dancing is an intrinsically popular activity in which many more people would participate if it were presented attractively, then we must conclude that the

current approach is flawed. We may also conclude that the burgeoning success of private clubs suggest that many of those who do participate find that the product offered elsewhere is more attractive than ours, either in quality or cost.

Is the traditional format of classes and events the one most likely to attract our target groups? It seems unlikely when some are described as snobbish, cliquy, fuddy-duddy, old-fashioned and unfriendly.

Though Local Associations, are, of course, to a large extent, free to run their organisations as they wish, we believe that the Society can play a crucial role in influencing attitudes, in a number of ways.

Unless the Society is perceived by its members to be a dynamic organisation with an image with which they are proud to be associated, they are unlikely to take a critical look at their own Associations' approach if it falls short in any way.

A crucial role for any Head Office organisation is to use its greater resources to generate, collate and disseminate materials, ideas, information, expertise and support to its satellites. It must encourage and facilitate the flow of ideas between them and strive to dispel any feelings of isolation. This does not currently happen to any significant degree.

Teachers, who are all taught by RSCDS trained tutors are, for many members, the only direct example they have of the Society's approach to its affairs. They play a fundamental role in deciding how classes are run and are usually influential people in the Association.

In some cases, it is possible that teachers of long-standing are projecting an image of an RSCDS of yesteryear.

Unquestionably, the Society is successful in its role of preserving, refining and documenting traditional Scottish Country Dancing in minute detail, but is doing so, apparently, only for the benefit of a diminishing number of enthusiasts. It is virtually invisible to anyone outwith that circle and probably has little positive effect on recruitment.

Nevertheless, changes must come from the centre first. Only when they are seen to be happening will Association Committees give any credence to suggestions. We must avoid projecting a "Do as we say, not as we do" attitude.

ACTIONS PROPOSED - RSCDS

Corporate Design Image

We considered that the Society corporate design image, used in all publications, products and communications needed to be reviewed. A prize of £200 was offered to design students at Edinburgh College of Art for the best suggestion. About a dozen, very well presented, high standard entries were received and considered.

The Sub-Committee were so impressed by one entry which exactly encapsulated the slogan 'Let's Celebrate in '98' (which will be used during the Anniversary year) that the artist was awarded the prize and asked to provide a number of refinements to the design to suit our exact requirements. This design will be used on all letterheads, posters etc., in the run up to,

and throughout 1998. A permanent replacement design has yet to be decided upon, but the Sub-Committee are actively pursuing the matter.

Leaflets, and Posters Publications

We propose to commission the design and printing of high quality publicity leaflets and posters in very significant quantities for distribution by both Head Office and Local Associations. The style of these will be co-ordinated with that used on Membership Cards, Bulletins, CD and tape inlays, Summer School material etc. The format and content of these items will also undergo scrutiny to sharpen their focus and attune them to their individual functions.

A brief guide to the objectives and character of the house style will be produced to help Local Associations. This will include artwork which they can use for logos, letterheads etc.

Merchandising

The range of merchandise on offer will be reduced to a core holding of high-quality items and products with proved marketability. Commemorative items specifically related to the 75th Anniversary are currently being investigated and will be commissioned when appropriate. The latter will, if appropriate, incorporate the 1998 logo, though more timeless items will not.

Multi-media Advertising

The Sub-Committee are investigating the possibility of producing a video in association with the Scottish Tourist Board, using demonstrations of selected Scottish Country Dances to trace the history, scenery and culture of the area involved, using both archival and up-to-date footage with the dances being performed in situ.

Patronage

We plan to encourage active support from our Patron, from our President and Honorary Vice-Presidents. Dialogue with them will be expanded to establish how they might become involved in helping to achieve our objectives.

Summer School

The annual Summer School at St Andrews is a highlight for many dancers, and within Scottish Country Dance circles, an international event of renown. Marketing of this flagship event is to be given a much higher profile than previously, both in the UK and abroad, and its prestige will be used to generate as much publicity as possible. Greater contact will be made with Fife Enterprise and the St Andrews NE Fife Tourist Board to discuss possibilities for their greater involvement in publicising it.

Endorsements/Testimonials

The involvement of high profile individuals in events is a well-known way of attracting media attention. We plan to approach local and nationally known Scottish personalities with a view to enlisting their support for some of our events. Though Sean Connery may not be available, it is easy to envisage how his presence would lift the profile of an Anniversary ball or Hogmanay party.

Public Relations

It is proposed that we make use of a professional PR Company to help us in this important area. Unfortunately, the very significant costs involved make it most unlikely that we could retain their services on a long-term basis. We are therefore exploring the possibility of a

limited involvement, perhaps for a 3 month period, from 1st November 1997 to 31 January 1998, which covers the opening months of the Anniversary year, St Andrew's night, Hogmanay and Burns' night, which are all likely to feature high in the calendar of events.

Influential Bodies/Opinion Formers

We envisage that we will expand current dialogues with a wide range of organisations including government and statutory bodies such as the Scottish Education Department, Scottish Tourist Board, Scottish Arts Council, Scottish Traditions of Dance Trust, Royal Scottish Academy of Music and Drama, etc.

News Media

A strategy for ensuring maximum exposure for any news-worthy items must be developed. Procedures for ensuring very prompt, high quality reporting (written, photographic, audio-visual) to newspapers, radio and TV is essential if this is to be successful. Well written and photographed items should be encouraged from members for central submission to magazine editors.

Photographic Resource

Plans for a library of photographic images are being developed. This could eventually hold many hundreds of powerful images of Scottish Country Dancing in all its variety for use in publication and distribution to interested parties. The prime source would be photographs taken by members and gifted to the Society for its use.

This library will be quite different from the collection in the archival record of the Society. They will be catalogued into defined image categories so that shots reflecting such characteristics as exuberance, elegance, conviviality, fitness, musical interpretation etc. can be easily accessed when required to illustrate a particular aspect of our activities. Clear guidelines will be put in place to avoid triggering a flood of snapshots to Head Office.

ACTIONS PROPOSED - LOCAL ASSOCIATIONS

Ultimately, however well the Society presents itself, members will only stay and encourage others to join if they are happy that their Local Association delivers a more enticing package than the competition. It is therefore of great importance that we address the question of communication.

Associations must be kept fully informed of the thinking behind the strategy, and the crucial nature of their involvement in the drive to recruit more members. To initiate this process, we propose developing a Local Marketing Information Pack. This may take the form of a ring-binder with named section dividers to allow for ongoing additions, deletions and updates. The contents might include the following:-

1. A brief house-style guide, with details of available art work.
2. A condensed version of the Society's strategic and planning initiatives.
3. A starter pack of ideas for generating local publicity.
4. Suggested methods of approach to local organisations and companies.
5. Details of activities that can be pursued with Education Departments, Colleges, Universities, Schools, children's organisations, etc. for classes, workshops, events and teacher-training.

6. A starter file of successful strategies adopted by other Local Associations for recruiting, running events, organising classes etc.
7. Suggestions for supplementing formal demonstrations by traditionally dressed and fully trained demonstrations teams with informal displays of social dancing by ordinary members in everyday clothes.
8. Help and encouragement with the organisation of eye-catching events in 1998 and 2000 to supplement those organised by the Society.
9. Assistance with the process of developing a strategy which take into account local needs and characteristics, such as location, socio-economic groupings, facilities etc.
10. Advice on targeting specific member categories, such as children, teenagers, students, young adults etc.
11. Advice on the best way to approach and involve high-profile individuals, and to 'piggy-back' on local events, e.g. getting the local football team kilted up to 'dance for joy on winning the cup' with lasses from the Local Associations.
12. Details of facilities for the development of the art of playing for Scottish Country Dancing for musicians of all disciplines.
13. Full information on the availability of Society merchandise, its pricing and discount policy and encouragement to 'open a stall' at events.
14. A regular update of SCD events throughout designated regions, collected at Head Office.

The success or failure of the entire effort to recruit new members is heavily dependent on the enthusiasm of Local Associations. It is crucial that every effort is made to communicate the importance of the exercise and to demonstrate the complete commitment of the Society to its success.

It is perfectly feasible that some packs, however glossy or well-prepared, will simply be treated as another piece of junk mail. Worse still, they could be consigned to oblivion at the end of a Committee meeting, under the 'any other business' heading, with some 'see what they're wasting our money on now' type of remark. Unfortunately, this is most likely to happen where help is most urgently required.

Every Executive Council member must take responsibility for ensuring that an appropriate amount of time is set aside by their management committee to discuss the matter thoroughly. Perhaps they might be asked to report back on what steps their Association proposes to take and if none, to explain why.

It might be that the best forum for developing strategies would be regional seminars, perhaps chaired by a member of the PR Sub-Committee. Such meetings will inevitably have to be convened anyway to plan ventures involving several local associations for the 1998 celebrations. Papers from these regional conferences could be brought together at workshops convened for that purpose at the next AGM, for presentation to members.

Resources

The plans outlined above do not, of course, come without significant cost.

The most costly item of all considered by the Sub-Committee is the employment of someone to drive and control these various initiatives, perhaps with the job-title of Development Officer. Though some of the proposals are of a 'one-off' nature, much of it is ongoing, involving

constant updating, liaison and refining systems. Without someone to maintain the momentum, there is a distinct possibility that, following an initial burst of enthusiasm, interest would wane, and, other than in a few areas, things would drift back into 'the good old ways'. *Success is a journey not a destination!*

Inevitably this would require a deep understanding of the Society's aims and either personal knowledge (or access to it) in marketing, public relations, image control areas and could certainly not be just added as just another job to the present heavy workload of the Secretary and her staff. It may be that engaging someone on a part-time, fee-based consultancy arrangement would be an appropriate alternative to a fully salaried employee, to assess the worth of such an appointment.

While immediate funding from the Society for projects that must start fairly soon will need to be authorised, the Sub-Committee intend to aggressively investigate the availability of grants from such bodies as the Scottish Arts Council, The Scottish Traditions of Dance Trust, The National Lottery Charities Fund, National and Local Government. We would greatly appreciate information on any other likely sources.

We hope that you will agree with us that we are all uniquely privileged to be able to contribute to what could be the launch of the Society on its most exciting voyage of discovery.

Linda Gaul

(Convener, Public Relations Sub-Committee)

13 December 1996

THE ROYAL SCOTTISH COUNTRY DANCE SOCIETY
NOTES OF 75TH SUB-COMMITTEE MEETING
HELD ON FRIDAY 13 JUNE 1997 AT 12 COATES CRESCENT, EDINBURGH

1. AGM LUNCH ARRANGEMENTS

Miss Traynor reported that negotiations were in hand with University Hall in Glasgow to provide a buffet style lunch at a cost of £14.00 per person. Transport would be required from the Kelvin Hall and this also was being negotiated with various bus companies.

Glasgow Branch queried the cost of hiring extra equipment in respect of eg display boards for the exhibition (which was to be on loan from Summer School), video equipment, lunch guests (Scroll recipients etc). The sub-committee agreed to approach the Finance Committee and ascertain whether funds could be made available to the Glasgow Branch where these extra costs, which are outwith the Glasgow Branch's remit, are incurred. *

Mr Aitkenhead suggested that a timetable of events for the AGM should be advertised in the Newsbrief and Bulletin with particular mention of the Special Lunch.

2. 1998 SOCIETY EVENT ORGANISATIONS

2.1 President's Reception Mr Clement reported that Edinburgh Castle had replied stating it would not be possible and Stirling Castle has not as yet responded. Mr Clement then suggested applying to Parliament Hall, Edinburgh or the Signet Library, Edinburgh.

It was agreed that as there were already a number of events in the pipeline and that the President would be invited to the garden party, it might be wise at this time to delay making further plans for a reception. It was felt that this could be arranged at a later date, if necessary.

2.2 Garden Party A reply to our request to hold a garden party in Holyrood Palace had been received. Because of Her Majesty's hectic schedule during the Royal visit to Edinburgh, it was suggested that we hold a garden party in the week following the visit and invite another member of the Royal Family to attend. The sub-committee agreed therefore to invite the Princess Royal during the second week in July.

Because Summer School had been arranged to begin on 12 July 1998, Mrs MacRae suggested starting it a week later, 19 July, this would leave the earlier week free for the garden party and allow overseas members the opportunity of attending both the garden party and Summer School.

The Secretary was asked to follow up the cost of keeping the marquees up for the extra days, together with the cost of hiring tables, chairs etc.

It was agreed that a charge would be made to cover the Society costs.

Dr MacFadyen was asked to reply to Mr R Janvrin informing him of the Society disappointment that the Society would be unable to hold a garden party when our Patron was not present but advising him that we will apply again in the Autumn.

2.3. Other Proposals Mr Clement asked Mr Aitkenhead as Convener of YSDA, if he thought it would be feasible to hold regional competitions. The winning teams would then dance at the garden party.

This was discussed and agreed in principle but Mr Aitkenhead thought it should be open to all Branches, UK and overseas and possibly have a winning team from Scotland, the remainder of the UK and one from overseas with no more than 4 teams attending.

Mr Aitkenhead said he would discuss this with the YSDA sub committee and report back.

3. REVIEW OF WORLD-WIDE EVENTS FOR 1998

The Committee were very pleased with the response from Branches and Groups and a list of events will be distributed to members of the sub committee as requested.

4. COMMEMORATIVE ITEMS

4.1 Crystal Glasses. Mrs Gaul presented the sub committee with a sample of the glasses and the decanter. She advised that they can be purchased individually or in presentation boxes in any combination.

It was agreed that samples will be on display at Summer School and the AGM in 1997 together with order forms. Mrs Gaul will arrange for the order forms to be available and she will also enquire from the company if they would be willing to post them and what the extra costs would be.

Mrs Gaul will approach the Finance Committee with the cost to the Society of purchasing these items and ask them to advise what the selling price should be.

4.2. Sweatshirts The Secretary has this in hand.

4.3 Poloshirts The Secretary has this in hand.

4.4. Tartan Mugs The Secretary has this in hand.

5. ANY OTHER BUSINESS

It was agreed that the calendar of events for Summer School 1998 was varied and interesting.

Mr Aitkenhead informed the sub committee that YSDA events were well in hand and they were intent on widening the interest of Scottish Country Dancing in schools.

NEXT MEETING

Friday 3 October 1997 at 10.30am.

The Royal Scottish Country Dance Society Minutes of Meeting of 75th Anniversary Sub-Committee held on Saturday 30 August 1997

Present: Mr W Clement (Chairman), Mrs L Gaul (Vice Chairman), Mr G Lawson (Past Chairman), Mr A Aitkenhead (YSDA Convener), Miss C Traynor (1998 AGM Co-ordinator)

President's Reception (- 1 July 1998, Stirling Castle

It was noted with regret that a letter had been received from RSCDS Stirling Branch indicating that they were unhappy at the lack of consultation between the sub-committee and the local association in this project.

It was agreed that the Society application had been submitted on the basis that the Society was the national body for SCD, and was celebrating a national anniversary. As the sub-committee were unaware of any plans by the local association with regard to Stirling Castle no approach had been made until confirmation had been received that the Society was to be granted a "charity let".

The Secretary agreed to write and apologise to RSCDS Stirling for any misunderstanding.

It was agreed that a permanent liaison should be appointed by RSCDS Stirling Branch to the sub-committee in order that there could be greater communication and co-ordination between the two.

The proposed outline of the event was:
Receiving Line with President and Society
Office Bearers

Drink on arrival and cash bar thereafter
Finger Buffet
Entertainment

It was hoped that the local association would be able to contribute it's local knowledge of the venue and assist with the practical arrangements. In addition local children and adults might be asked to provide entertainment in the form of dancing, piping, singing etc.

There would be an open invitation issued to all members and Society Vice Presidents. Details would be sent out with the January

Newsbrief and a deadline of end March would be set for applications although they would have to be accepted on a "first-come, first-served" basis.

1998 AGM

Miss Traynor asked that the timetable for the AGM be included in the January Newsbrief and agreed to supply the Secretary with the necessary details.

Garden Party

Despite a further letter to Her Majesty's assistant Private Secretary, there had been little progress on the question of the Society being allowed permission to have a Garden Party at the Palace of Holyroodhouse.

Following a telephone call with Mr Janvin, it now appeared that a further letter should be sent as Sir Robert Fellowes would usually consider Her Majesty's diary commitments in the Autumn. It was agreed to discuss this with the public relations consultant.

Commemorative Video

The Committee considered a paper from Mr Aitkenhead proposing that the Society produce videos for the archives of the 75th celebrations. The committee agreed to consider the matter further for the next meeting.

Commemorative Album

It was agreed that each branch would be invited to contribute no more than 2 sides of A4, which would be inserted into an album, showing the whole Society in celebration. Contributions could include photographs, programmes, and / or text.

No date was arranged for the next meeting

The Royal Scottish Country Dance Society

Minutes of 75th Anniversary Sub-Committee

Held on Friday 30 January 1998 at 14:30 hrs

At 12 Coates Crescent, Edinburgh

Present:

Mr W Clement, Mrs L Gaul, Mr A McIver, Dr A MacFadyen, Mrs M MacRae, Miss C Traynor. The Secretary was in attendance.

Apologies

Mr A Aitkenhead

President's Reception

It was noted that RSCDS Stirling Branch have set up a sub-committee to co-ordinate the arrangements for the reception.

Elizabeth Anne, and John Howie had both agreed to provide entertainment. Muriel Johnstone had not yet replied.

It was agreed that invitations would be sent to:

Lt. Col.(retd.) MMuriel Gibson
The Earl and Countess of Elgin
The Hon. Peregrine and Mrs Moncreiffe
Mr and Mrs J Tay'or
The Secretary of State for Scotland

Her Majesty's Involvement in 75th Year

It was noted that regrettably there was not be a Garden Party for the Society. A special allocation of 25 tickets to Her Majesty's Garden Party had been offered. A draw had been made from the Executive Council Representatives.

It was noted that Her Majesty had agreed that she might consider a short visit to HQ on the early evening of Monday 29th June. Or that failing a visit in 1999.

It was agreed that it was preferable to have the Queen, as Patron involved in the 75th year and therefore it was suggested that the Society could put on a 1/2 hour reception for Her Majesty, at HQ with a dance display.

It was agreed to write to the Palace and suggest that the HQ building was not ideally suited to a reception as it had a limited space. A short 1/2 hour reception could be arranged with the office bearers and convenors, at HQ, if this was what Her Majesty felt was most appropriate. The Society was most grateful to Her Majesty for the kind offer to fit in a short reception.

1998 AGM

A meeting had been held at Kelvin Hall with representatives of RSCDS Glasgow and the Society. this was extremely helpful .

It was noted that funding had been approved from the Jean Milligan Memorial Fund to underwrite a founders ball to be held on the Friday evening prior to the AGM. The funding would be up to a maximum of £3,000. The ball would be run by the Society, in association with the RSCDS Glasgow Branch.

It was suggested that this might cover additional quality/quantity of food commemorative ticket entertainment to avoid a rush for dinner

The five core dances for 1998 will be included in the programme which will be agreed by Glasgow.

It was noted that the marketing committee had suggested releasing 1000 helium balloons in Kelvingrove Park. There were however some questions as to the environmental effect and when the event might occur. The matter would be considered further.

1998 Summer School

The director outlined the proposed programme of events and agreed to consider a "Songs of Praise" programme from Summer School.

The Summer School Committee would consider having an archivists display of the Society through the decades. The Secretary agreed to contact RSCDS (Edinburgh) Branch to borrow their display boards for the Summer School.

Robbie Shepherd

It was noted that the BBC had suggested that a programme commemorating the Society might be made during 1998. Take the Floor had promoted the start of the 75th year in a recent programme.

DATE OF NEXT MEETING.

It was agreed to call another meeting once the outcome of discussions with Her Majesty was known.

The Royal Scottish Country Dance Society
Minutes of Meeting of 75th Anniversary Sub-committee
held on Wednesday, 6 May 1998 at 11:00 hrs

Present: Mr W Clement (Convenor), Mr A Aitkenhead, Dr A MacFadyen, Mr A MacIver, Mrs M MacRae, Miss C Traynor

Apologies: Mr G Lawson and Mrs L Gaul

In Attendance: Miss G Parker (Secretary)

Minutes of Last Meeting: As some of the Committee members had, apparently, not received the Minutes of the last meeting, further copies were tabled and approved by the Committee.

Royal Visit:

It was noted that the Secretary and Chairman had attended a meeting with the various police, security and press departments organising Her Majesty's visit to the City Chambers.

The provisional programme was approved and it was agreed that tea/coffee and biscuits would be served to members on arrival. This would be cleared away before Her Majesty arrived.

Buses would be organised to transport members from a central public car park (Castle Terrace or possibly Morrison Street). Members attending the event would be asked to confirm whether they wished a seat to be reserved in advance. Buses would collect members after the function for return to the car park(s)

A suitable security pass/ticket was approved.

All members and Her Majesty would be invited to sign a visitors book for the occasion. On arrival, Her Majesty would be presented with a loose bouquet, the 75th anniversary booklet, and the anniversary dances CD, by one of the young dancers.

Mrs Gaul would be asked to give a short introduction to the occasion, and to the dance demonstrations. One junior and one senior team of young dancers (16-25) would give a demonstration of one dance each.

After Her Majesty had left, wine and sandwiches would be made available (at a

cost) to members wishing to stay on for a while.)

Miss Gibson would be invited to attend the event, as one of the Society's Honorary Vice Presidents.

22 names had been submitted of young dancers wishing to be part of the demonstration. Two teams were selected with two reserves. (As there were only 8 male names submitted one of the junior team and one of the senior team would be asked to be reserve for the other team.

The Junior Team will comprise

Kyra Oates	Stephen Smith
Kim Phillips	Scott Meckil
Sarah Barr	David Hall
Valine Morrison	Callum Anderson

reserve: Catherine Drinkwater

The Senior Team will comprise:

Alice Fair	Duncan Brown
Lynne Armour	Peter Shand
Emma Seargent	Alastair Gray
Jane Burke	Peter Cass

reserve: Judith Club

The Secretary agreed to write to each of the young people to advise them whether or not they had been chosen. Copies of the letters would be sent to the branch secretaries.

The junior team would be asked to dance a quarter eightsome reel (1L, 2L, 3M, 4M), and the senior team three times through Miss Milligan's Strathspey.

The dancers would be advised to dress as follows:

Junior Team

(boys)	kilt, sporran, plain natural hose, black gillie dance shoes, choice of colour RSCDS anniversary poloshirt.
(girls)	a self-coloured full (dance) skirt suitable for the occasion length to mid calf, natural tights, black dance pumps (not gillies), a short sleeved plain white shirt.

Senior Team

- (men) kilt, natural hose, black gillie dance shoes, long sleeved white shirt and RSCDS tie.
- (ladies) Mid calf-length summer dress (suitable for dancing and the occasion) - not white, natural tights.

It was agreed that all dancers attending the event would be given an RSCDS anniversary poloshirt.

Garden Party:

The President, Lord Mansfield, was to be attending Her Majesty's Garden Party in a private capacity. He had kindly agreed to introduce one or two members of the Society attending the Garden Party to Her Majesty. From the list of those attending it was agreed that Mr Richard Turnbull and Miss Christine Traynor would be introduced.

It was further agreed that while no private photographs were allowed within the grounds of the Palace of Holyrood House, efforts would be made to ensure that some sort of photographic record was kept.

(Mr Brain MacRae had agreed to take some stills photographs and Mr Stacey would be invited to take a video record.)

Presidents Reception:

Tickets

It was noted that approximately half the tickets had been sold. Mr Clement agreed to make mention of the event at the forthcoming Executive Council meeting and the Secretary agreed to issue a reminder to all branches.

Entertainment

It was agreed that the following draft programme was acceptable

first section

- (4 mins) Dancers:
2 x Jubilee Jig
2 x Miss Milligan's Strathspey
2 x Mrs Stewart's Jig
- (8 mins) Singer: John Howie
his choice of piece
- (2 mins) Highland Solo: John Wilkinson
Wilt thou go to the barracks John
- (8 mins) Clarsach: Elizabeth Anne
- (4 mins) Dancers:
2 x Petronella
2 x Miss Milne of Kineff
1 x The Earl of Mansfield

second section

- (4 mins) Dancers:
2 x Highland Reel
2 x Waltz Country Dance
1 x The Haymakers
1 x La Rouse
- (8 mins) Singer: John Howie
- (2 mins) Ladies Step: Janet Johnstone
Blue Bonnets
- (8 mins) Clarsach: Elizabeth Anne
- (4 mins) Dancers:
Foursome Reel,
Reel of Tulloch

Mr MacIver agreed to contact all concerned to advise them of the above. Muriel Johnstone and Keith Smith would be asked to provide an accompaniment on clavichord and fiddle.

Summer School:

Mrs MacRae advised that all was proceeding according to plan. The only hitch was that entertainers would be required for the garden parties, and it was suggested that a Historical Dance piece might be considered.

AGM

The draft programme for the Founders Ball was approved, and Miss Traynor agreed to submit the booklet and tickets to HQ for approval before they were printed.

The Secretary agreed to submit a list of Society guests who were to be invited to the lunch. These had previously been agreed as The President, Hon. Vice Presidents, Past Chairmen, Scroll Recipients, Chairman, Vice Chairman, Secretary and Treasurer.

It was noted that there was not to be a top table.

Future Meetings

It was noted that the work of the committee was now complete, that each of the events were well underway, and therefore it was agreed that no further meetings would be required.

All concerned were thanked for their efforts involved in the various projects.