



Emma Velasco, President

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Dear Fellow Society Members,

December is here – and most of us say "thank goodness!" because this has been a tough year for everyone, for many reasons. I typically spend time in this month of darkness to think about the past year and to look ahead at the year to come. While the St. Andrew's Society of Detroit could have been on a hiatus since March, you'll see that we accomplished a lot considering the circumstances we faced. Here's a snapshot of when we look at the year in review:

Society Activities:

- Membership Meetings every month except April and May and our Zoom participation averages at least 50+ people each month. (Please join us for future meetings – the more, the merrier!)
- Burns Dinner at Portofino and later in the year, when it seemed that Covid-19 would give us a break, we had a small dinner cruise up the Detroit River on The Portofino!
- The Annual Highland Games could not be stopped the tradition continued with a picnic gathering
 including an athletics demonstration, pipe band and dancers all under umbrellas in the rain on the
 main field at Greenmead.
- Starting in the fall, we expanded our virtual offerings with a monthly Trivia Night.
- October activities included a dinner cruise on the Detroit River and an outdoor Fall Festival. In November, we hosted a drive-up food drive.
- The Library continued to shelve books, and they restarted the book club and maintained the archives.
- In 2020, we welcomed 24 new members and 7 new Life members!

Benevolence and Charity:

- The Society provided over \$21,000 in benevolence funding to ten organizations, including the William S. Kincaid Scottish Arts Scholarships. Unfortunately, many schools were closed, and music and arts camps were not able to resume this summer – but several instructional activities were held virtually (ah, we should have bought stock in Zoom last year).
- Additionally, SASD membership contributed to nine charities in 2020.
- Our Communications Committee launched a social media fund drive which, in partnership with Portofino's on the River, provided \$3,000 in meals to first responders as they struggled through the first wave of the pandemic.
- That same fund drive raised an additional \$5,250 which was awarded to six of our charity organizations to aid their food-insecure clients during that shut-down period.

Thank you all for your participation, dedication and steadfast loyalty to the St. Andrew's Society of Detroit. Your generosity (of time and money) makes it possible to fulfill our mission of helping the needy and promoting Scottish arts. The people we need to thank are too numerous to mention here, but they are all appreciated, and we wouldn't be able to achieve this long list without the people behind the scenes. Mostly, I hope you have a wonderful December, and I wish for peace and love to all of us in 2021.

Yours Aye,



Donate to the SASD

Emma Velasco, President

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Lynette McLeod, Benevolence Chair

Our Benevolences Page

TOYS FOR TOTS – NEEDS YOUR HELP Our first-ever virtual "Fill the Box" Toy Drive for the children is underway!



Here is a story from the Indianapolis Toys for Tots Marines and volunteers -

She had never asked for assistance of any kind before.

But a recent brain surgery to remove a tumor left Sara unable to continue pursuing her dream of becoming a nurse ... and unable to buy Christmas presents for her little girl.

The day Sara came to Toys for Tots to pick up toys for her daughter, she was so grateful, she asked Sunny, her local Toys for Tots Coordinator, if it was OK to hug her. (Before COVID-19 hugs just happened ... all the time!)

Sunny then asked Sara if her little girl would like a bike. She burst into tears, explaining that her daughter had recently begged for a bike. But with all the medical bills, she simply couldn't afford one.

As they embraced, Sara said, "I wish there was a way I could thank all those involved with Toys for Tots." She was talking about caring friends like you!

More moms and dads are struggling to get by today than ever before. And Marines and volunteers across the country are reporting a skyrocketing rate of desperate calls for help, at a time when they're experiencing a severe toy shortage. Because of COVID-19 restrictions, fewer people are shopping in stores. And toy collection boxes that used to be full now stand half empty.

That's why this virtual toy drive is so important. With deepest thanks, Marine Toys for Tots Foundation

St. Andrew's Society of Detroit member donations will be matched up to the \$100 individual annual limit from the **SASD Middlemas Matching** fund.

CHECK: You can mail a check, **payable to the St. Andrew's Society of Detroit, with the name TOYS FOR TOTS in the Memo Line** to: Kilgour Scottish Centre, 2363 Rochester Rd., Troy, MI 48083

PAYPAL: Select the **Donate Link** on the St. Andrew's Society <u>website</u>. Click the **"PayPal Donate Now"** button. At the **"(Optional) Use this Donation for"** drop-down, select **December Charity - Toys for Tots**.

The December Benevolence is the **Middlemas Matching Fund**, which will receive \$5,000. The Middlemas Matching Fund was created by former SASD member Burt Middlemas in 1982 as a way of encouraging members to donate to our charities. Since it was his suggestion, it was named after him. The Society makes a contribution each year to the fund, and for each bona fide member, a matching donation is given from the fund to their charities in thanks for their donations. The amount of the matching is up to \$100 per member annually.

St. Andrew's Society of Detroit 2020/21 Calendar

December 2020 No Trustees meeting & No House Committee meeting						
Date	Event	Charity	Benevolence			
12/7	Membership Meeting & Elections (ZOOM)	Toys for Tots (\$\$ Donations by check OR at our online Donate Page)	SASD Middlemas Matching Fund			
12/8	Executive Committee Meeting 6:00 pm (ZOOM)					
12/10	Open Library Hours 10:30- 3:30 pm					
12/10	Virtual Trivia Night, 7:00 pm (ZOOM)					
12/14	Library Book Club, 5:30 pm (ZOOM)					
12/19	Open Library Hours 10:30- 3:30 pm					
12/31	Hogmanay (Scotland)					
		January 2021				
Date	Event	Charity	Benevolence			
1/4	Membership Meeting & Installation of Officers & Trustees (ZOOM)	TBD	St. Andrew's Pipe Band			
1/12	Executive Committee	Meeting 6:00 pm (ZOOM)				
1/14	Open Library Hours 10):30 am-3:30 pm				
1/16	Open Library Hours 10):30 am-3:30 pm				
1/19	House Committee Mtg 5:00 pm (ZOOM) Trustees Meeting 6:30 pm (ZOOM)					
TBD	ROBERT BURNS DIN	INER				
1/28	Open Library Hours 10):30 am-3:30 pm				
	February 2021					
Date	Event	Charity	Benevolence			
2/1	Membership Meeting (ZOOM)	TBD	Charles S. Low Memorial Library			
2/9	Executive Committee	Meeting 6:00 pm (ZOOM)				
2/11	Open Library Hours 10:30- 3:30 pm					
2/16	House Committee Mtg. 5:00 pm (ZOOM) Trustees Meeting 6:30 pm (ZOOM)					
2/20	Open Library Hours 10:30- 3:30 pm					
2/25	Open Library Hours 10:30- 3:30 pm					
2/27	NEW member breakfast					
		CALENDAR SUBJECT TO CHANGE	WITHOUT NOTICE			



Zoom Invitation to be sent in an EBlast by December 4th.

Candidates for Election to Executive & Trustee Offices

Candidate for President

Emma Velasco President, St. Andrew's Society of Detroit

Emma has served as the Society's President since 2018 after serving in various roles since 2012. Her work experience includes non-profit management, workforce development, financial, human resource, operations and facilities management. Emma has taught college and adult education and has served on many community collaborative teams that revolve around human service and non-profit services. She is Chief Operating Officer of Eastern Market Partnership, Detroit's historic public market that is the jewel of the city for locals and visitors alike.

Emma attended the UDM Business School when clay tablets were still in use and received a BS – Finance and an MBA. Emma is a Detroit loyalist, married to Greg, who has also contributed many hours to the Society.

Emma acknowledges that the role of President is one of title only – the real work of the Society is done by the dedicated members. Thank goodness for all of you.

Candidate for Communications Director

Shelby Rohr

Hello, my name is Shelby Rohr, and I am asking to be reelected to the office of Communications Director. Since joining the Detroit Scots in October 2013, I have been an active member of the Communications Team. I have also volunteered at the Highland Games every year.

2020 has been a challenge for all of us. But especially for my Communications Team. We have had to learn Zoom and have developed several ideas of how to keep our Scottish Society in contact with one another, including how to keep the monthly membership meetings happening now and into the future. When a suggestion was made to raise funds for our charities over and above our annual contributions, the website team developed the *Covid-19 Response Fund* and raised over \$8000, part of which went to Portofino Restaurant feeding the first line responders. I was active in the Highland Games Committee to develop a plan for a *Highland Games Picnic* for our membership in August. My team has the responsibility of event flyers and ticket sales, we created an on-line shop for the sale of 2020 Highland Games T-Shirts, we are trying to schedule fun Zoom events like the Virtual Trivia Nights. I am also the Fling Editor who produces the Highland Fling Newsletter each month for our friends and members. My team is also responsible for our Facebook page and Social Media. *Whew! If you read this far, and would like to join my team, please contact me! I can always use more help!*

Candidate for Recording Secretary

Kelly Hemmerling

Kelly Hemmerling has been active with the Society since 2010. Kelly served as "acting" society secretary in 2019 and has volunteered at the Games every year, including chairing a Scottish fiddle competition in 2017 and serving as trophy chair in 2019. Kelly is a high school math teacher and adjunct community college instructor and resides in Milford with her two daughters.

Candidate for (Acting) Society Treasurer

John McCulloch

John McCulloch is an Assistant Professor and Program Director of Accounting in the School of Business. He joined the faculty of Madonna University in 2020 to teach accounting courses at both the undergraduate and graduate levels.

He has previously taught as a full-time faculty member at Siena Heights University and was a part time faculty member at Eastern Michigan University as well as University of Detroit Law School.

He earned his Juris Doctor from Detroit College of Law and his Bachelor of Accountancy from Walsh College.

John has extensive experience as a CPA in both the private and public sectors. He was managing partner of his own public accounting firm and has served as an elected official in county government.

Because of his passion for higher education, John is a member of the Oakland Community College board of trustees where he served as Chairman of the Board. He is also President of Disability Rights Michigan whose mission is to advocate and protect the legal rights of people with disabilities.

John's hobbies include traveling and restoring classic automobiles.

Candidates for Election: Trustee

Candidate for Trustee

Nancy McMaster Fromm

It has been such a privilege to serve on the Board of Trustees of the Saint Andrew's Society of Detroit. What our wonderful group does for others is astonishing. I joined the Society in 2010, when the new building was opened, and have served two terms on the Board. I am now serving as the Secretary. My activity on the Library and Benevolence Committees have been some of the most rewarding of my life.

The friendships made and the enjoyment of our Scottish culture have been immeasurable. I would love to be elected for another term to help see the goals and all we stand for carried forward.

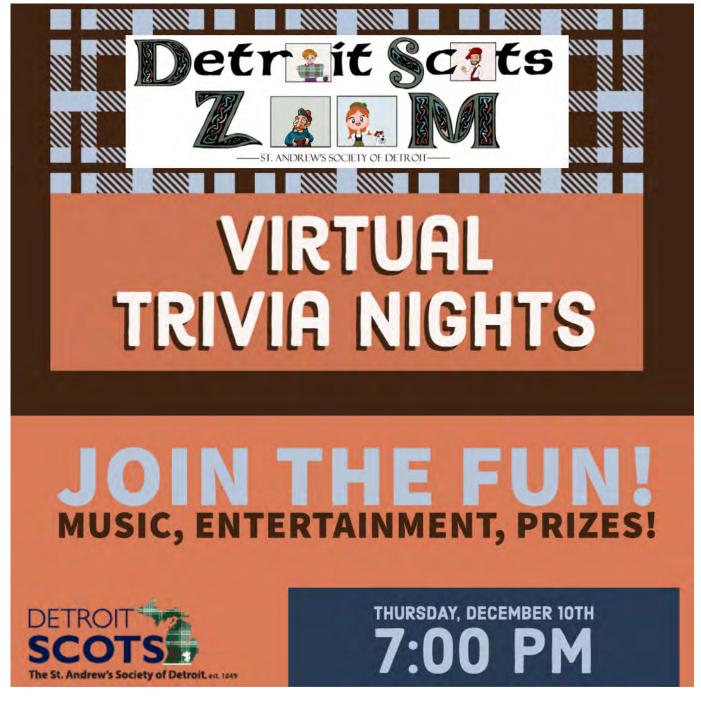
My educational background is U of M, Fine Arts. I've enjoyed coordinating the Christmas decorations every year, and ordering the Clan Plaques for our Robert Burns Room. Being in on the ground floor of the Fish Fry Dinners and helping with the Leaders Conferences, was terrific as well. Hope we can all be well and together again soon.

Candidates for Election:

- President Emma Velasco
- 1st Vice President Doug Reith
- 2nd Vice President Open
- Recording Secretary Kelly Hemmerling
- Acting Society Treasurer John McCulloch
- Membership Secretary Rosemary Newton
- Communications Director Shelby Rohr
- Cultural Activities Director Open
- Society Piper David Martin

Candidates for Trustees, Term 2021-2023:

- Nancy Fromm
- Scott David
- Kent Richards



Your Communications Team is bringing another Virtual Trivia Night to you on Thursday, December 10th at 7 pm. If you want to check out what happened last time, visit our website by clicking here: https://detroitscots.com/events/trivia-night-nov-19/

You can even see Shelby's Secret Recipe for Scotch Eggs!

If you would like to see these evenings to continue, please step up and join our team! Know a good recipe, can you sing, or want to share some Trivia? Let us know! We would be happy to have some new helpers!

HOW CAN WE ENSURE THE ONGOING BONDS OF SCOTTISH NORTH AMERICAN FRIENDSHIP? THE RELEVANCE OF SCOTTISH IDENTITY IN A GLOBALIZED WORLD

HIGHLIGHTS OF THE CONFERENCE INCLUDE:

FRIDAY, DECEMBER 4, 2020

Keynote - Clans • Families • Our Names • Our Heritage Andrew Morrison, Viscount Dunrossil

SATURDAY, DECEMBER 5, 2020

Greetings from Scotland Joni Smith, Scottish Gov't Counsellor for North America

The Enduring Resonance of the Declaration of Arbroath Lord Charles Bruce

Scotland's Influence on North America Rt. Hon. Henry McLeish, Former First Minister of Scotland

Sunday, December 6, 2020

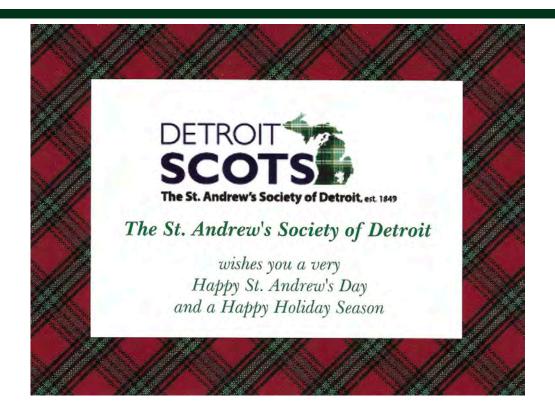
News From the Lyon Court Rev. Dr. Joseph Morrow, Lord Lyon King of Arms

To Learn More & Register: www.scottishleadershipconference.com

2020 Scottish North American Community Conference December 4-6

Presented Online from New York City by the American-Scottish Foundation







St. Andrew's Society of Detroit Food Drive

Once again, another one of our Society events was a resounding success and benefited those in need, On Saturday, November 14, our members and friends donated over 500 packages of food and other items. Also, we received several cash donations. Overall, the value of the gifts totaled easily over \$750. St. Ephrem's Catholic Church's Food Pantry was the beneficiary of this effort. One of the administrators of the Food Pantry administrators called our donation "Fabulous!".

St. Ephrem's is located in Sterling Heights, Michigan. It has been contributing food and goods to needy families and people in the Macomb County area for over 50 years. Normally they assist over 40 different families every week. More recently the numbers have jumped to over 65 families on a weekly basis.

The donations included very generous amounts of cereal, pasta, spaghetti sauce, rice, vegetables, fruit, coffee, and canned meats, as well as personal goods like toothpaste and soap. All badly needed items. Many of the packages could also be broken further into smaller portions for distribution.

Our motto: "Help our fellow Scots!", expanded and enfolded many people!

Our sincere thanks to all who donated and helped make this happen.





At the instigation of the ambitious younger brother of the king of the Scots, Henry VIII led an opposition against Scotland. King James VI and the "flower" of Scottish nobility were slain at the Battle of Flodeen on September 9, 1513. The event was one of the greatest disasters to befall the country. The "forest" refers to a district of Scotland called Ettrick Forest where the battle took place. The pipe tune "Flowers of the Forest" is a soulful lament during which we remember members of our family who have gone before us.

Members in Memoriam 2020

Jean Tillman Cylkowski Ken Pardonnet George Hayes Bay Charles Robertson III Roger Sommerville

Our thoughts and prayers are with all who lost a family member this year.



Off the Shelf... News about the Charles S. Low Memorial Library

With the recent order from the Governor, the St. Andrew's Leadership has suspended gatherings and meetings within the Kilgour Centre. The Library, unfortunately, will not be open for the membership and the community until the order expires on December 8th or possibly later. The Society's leadership has allowed work to continue in the Library as long as there is only one person in the Library at any time. We will continue to move forward with one of our current projects which is the reorganization and documenting of the material in the Library and the Classroom. This project will allow the Library Staff to be more efficient in the processing, locating, and documenting material for the Society. The Library Staff have been using Zoom for their monthly Business meetings while several of the staff are working on projects from the safety of their own home.

Library Book Club:

Cathy McCullough Les: Coordinator. Our website contains information about current & previous book selections including book review by club members: https://detroitscots.com/library/book-club/ If you want to attend the Book Club Zoom meeting on December 14th at 5:30pm, send an email to library@detroitscots.com to be included on the invite.

Library Hours:

Please call or email to see if the Library is open due to the closing of the building.

Email: library@detroitscots.com Web Page: https://detroitscots.com/library/

Library Staff:

Julie Bartoy, Ann Brown, Maryann Clark, Marge Cowan, Sharon Cross, Faith Frederick, Nan Fromm, Irene Hall, Stuart Kennedy, Maureen Lipovsky, Cathy McCullough Les, Nancy Waters, Dennis Clements (Chair) Honorary Member: Dick Fromm Contributors: Linda Davenport and Diane Raymond



OFFICERS & TRUSTEES FOR 2020						
Executive Committee		Board of Trustees				
president@detroitscots.com		202 2020-2021				
firstvp@detroitscots.com		Term of Office				
secondvp@detroitscots.com	John Cherry (Chairman)	2018 - 2020				
societysecretary@detroitscots.com	Ron Cunningham (Co-Vice Chair)	2020 - 2022				
membership@detroitscots.com	Jerry Beasley (Co-Vice Chair)	2019 - 2021				
societytreasurer@detroitscots.com		2019 - 2021				
socialchair@detroitscots.com	•					
flingeditor@detroitscots.com	George Boyd	2019 - 2021				
	Scott David	2018 - 2020				
	Stuart Kennedy	2020 - 2022				
societybard@detroitscots.com	Nancy Fromm	2018 - 2020				
chaplain@detroitscots.com	Clifford Les	2020 - 2022				
	president@detroitscots.com firstvp@detroitscots.com secondvp@detroitscots.com societysecretary@detroitscots.com membership@detroitscots.com societytreasurer@detroitscots.com socialchair@detroitscots.com flingeditor@detroitscots.com davemartin@standrewspipeband.com highlandgameschair@detroitscots.com societybard@detroitscots.com	Demmittee Board of Tr president@detroitscots.com Trustee Name firstvp@detroitscots.com John Cherry secondvp@detroitscots.com (Chairman) societysecretary@detroitscots.com Ron Cunningham membership@detroitscots.com Jerry Beasley societytreasurer@detroitscots.com Jerry Beasley socialchair@detroitscots.com Co-Vice Chair) socialchair@detroitscots.com George Boyd flingeditor@detroitscots.com Scott David highlandgameschair@detroitscots.com Stuart Kennedy Nancy Fromm Oifford Loo				

Get your company in the Fling!

For \$20 you can place an ad in the Fling. See last page in this Fling or Email the Fling Editor at

> flingeditor@detroitscots.com for an advertisement form!



Do You Shop Amazon? amazonsmile

Help support the SASD. It is free! Just use the following link to log into Amazon:

Amazon Smile

0.5% of the value of your purchase(s) goes toward the SASD!

Cumulative Donations to date: \$658.09 Latest Donation: \$58.06

88 Total Customers are supporting our Charity



Located at the Kilgour Scottish Centre

2363 Rochester Road Troy, MI 48083 Phone: 248.526.1849 kilgour@detroitscots.com Founded in the year 1849, St. Andrew's Society of Detroit is a 501(c)(3) non-profit organization and is the oldest benevolent organization in the State of Michigan. Our mission is to provide assistance to fellow Scots and to encourage the love of Scotland through its history, customs, music, literature, and national games.

The Highland Fling is produced by Shelby Brown Rohr, Communications Director flingeditor@detroitscots.com We're on the Web! <u>www.detroitscots.com</u> <u>www.thekilgour.com</u> www.highlandgames.com



December Birthdays

T	EW'S SOCIETY OF DETROIT HE DETROIT SCOTS lembership Application	DETROIT SCOTS
Please print all information. This Complete in full, sign and date, ma	information will be included in the an ail with application fee of \$65 to:	nual membership directory.
Membership Secre	tary at 2363 Rochester Rd, Troy	, Michigan 48083.
Name	Date of Birth	
Address	City, State ZIP	
	Cell Phone	
Preferred email address		
Place of birth C	Clan Affiliation (if known)	
	of birth of a direct ancestor (if known)	
This is how I want my name to appear of	on my name badge	
	Employer	
Sponsor Name	If you need a sponsor, please co	ontact Rosemary Newton 248.229.9230
Emergency Contact: Name	Phone Phone	
	on the first Monday of each month ex ept for	
ANNUAL EVENTS & ACTIVIT January – Burns' Night April – Tartan Day – April 6 August – Highland Games & Ceilid December - St. Andrew's Day Holid Annual Tartan Ball	Games dh Benevolence	CIRCLE YOUR AREAS OF INTEREST Genealogy Social Events Library Cultural Activities
	Andrew`s Society of Detroit: Being of Scotta be faithful and loyal to the Society, to confor- nd objectives.	
APPLICANT'S SIG ATURE		D ATE
For Membership Secretary:		
Application received:	Fee Elected:	Notified
Initiated Memb	ership umber Dues Receiv	ved Amount



St. Andrew's Society of Detroit, Inc.

Kilgour Scottish Centre • 2363 Rochester Road • Troy, MI 48083 • (248) 526-1849 • www.detroitscots.com • www.highlandgames.com • www.thekilgour.com

FLING ADVERTISEMENT FORM

Business Name:
Business Address:
Business Phone:
Business Website:
Information about the business (attach description or business card):
Which month(s):
\$20 Payment (business card ad) □ Check □ Cash □ Credit Card
\$30 Payment (1/4 page ad) □ Check □ Cash □ Credit Card
\$50 Payment (half page ad – only one per month): □ Check □ Cash □ Credit Card
Make Check out to the St. Andrew's Society of Detroit
Mail completed form and check to: St. Andrew's Society of Detroit, Attn Fling Editor, 2363 Rochester Road, Troy, MI 48083
FOR EDITOR USE ONLY
Month: \Box January \Box February \Box March \Box April \Box May \Box June \Box September \Box October
□ November □ December PAID \$

a Scottish Benevolent Society established in 1849 and an IRC 501(c)3 charitable organization

Our elections will take place at the December meeting. Please remember that the election of officers is a vital opportunity for each of us as members to take part in this Society that has existed since 1849! Without the members' active participation in the Society, we will cease to exist. Please consider running for an office or becoming a Trustee. Volunteer to join a committee. Recruit new members, get your family members to join. There are just so many opportunities to contribute to the success of the St. Andrew's Society of Detroit!

SASD Election Positions - Executive Committee & Board of Trustees

as written in the St. Andrew's Society of Detroit Bylaws (Dec. 2018)

President

The President is an elected position, and the term of office is one year. To be eligible to serve as President, a member must have been in good standing throughout each of the immediately preceding 36 months and be of Scottish descent. In addition, a member must be in good standing at the time of nomination and must have attended at least six of the previous ten monthly general membership meetings.

Duties of the President:

- 1. Implement the policies and programs of the Society as established by the Bylaws, Constitution, and membership.
- 2. Ensure that no activity of the Society conflicts with or jeopardizes its accreditation as a non-profit, charitable, and educational association.
- 3. Preside at all general membership meetings of the Society, conducting the
- 4. business of the Society in an orderly and efficient manner and maintaining order and decorum.
- 5. Serve as a member of all committees or appoint a representative of the President to serve and report to the President from the Committee.

First Vice-President

The First Vice-President is an elected position, and the term of office is one year. To be eligible to serve as First Vice-President, a member must be of Scottish descent, must be in good standing at the time of nomination, and must have attended at least six of the previous ten monthly general membership meetings. **Duties of the First Vice-President:**

- 1. In the absence or disability of the President perform the duties and exercise the powers of the President.
- 2. Serve as President following the resignation, recall, or other vacation of the office by the President until the next regularly scheduled election.
- 3. Assist the President in the conduct of all meetings and in the maintenance of good order and discipline.
- 4. Chair the Membership Committee.
- 5. Read the objectives of the Society at a minimum of two general membership meetings each year.
- 6. Perform such other duties as may be assigned by the President.

Objectives of the Membership Committee:

The Membership Committee, chaired by the First Vice-President, shall endeavor to recruit new members, retain present members, and restore to active membership those who have allowed their membership to lapse. This committee shall also:

- Receive, investigate, and recommend to the general membership action on each application for regular membership. In making its determination, the committee shall ascertain Scottish eligibility and the motivation for application and the degree to which the applicant is willing and/or able to support the Society's objectives and participate in its activities before making a recommendation to the Society.
- 2) Organize and conduct at a time prior to initiation for each class of new members an orientation on the Society's organization and purposes, etc. Further, the committee shall appoint a sponsor from among the general membership for each new candidate, who shall be responsible for ensuring that the candidate has transportation to the Hall for initiation, introducing him/her to other members, and providing a general orientation and acclimation to the Society. The committee shall plan and conduct the initatiion of new members, present to each new member at the time of initiation a membership pin, a name tag, a membership directory, an annual calendar, and such other items as may be deemed appropriate.

Second Vice-President

The Second Vice-President is an elected position, and the term of office is one year. To be eligible to serve as Second Vice-President, a member must be in good standing at the time of nomination and must have attended at least six of the previous ten monthly general membership meetings.

Duties of the Second Vice-President:

- 1. Assist the President and First Vice-President in the conduct of all meetings and in the maintenance of good order and discipline.
- 2. Preside, in the absence of the President and First Vice-President, over all meetings.
- 3. Chair the Auditing Committee and utilize the Society's Financial Audit Program.
- 4. Perform such other duties as may be assigned by the President.
- 5. Manage the Flower Fund of the Society or assign a member to do so.

Objectives of the Auditing Committee:

The Auditing Committee, chaired by the Second Vice-President, shall be responsible for annual year-end audit of all financial operations of the Society. Members of the committee shall be the Second Vice-President, a member of the Board of Trustees, and one other member of the Society appointed by the President. Committee members shall not include anyone who manages the financial records or is a signer on any Society bank or investment accounts. The annual audit shall be completed no later than April 30th and reported at the May general membership meeting each year with a written copy of the report provided to the Secretary for retention with the minutes of that month's meeting.

Secretary

The Secretary is an elected position, and the term of office is one year. To be eligible to serve as Secretary, a member must be in good standing at the time of nomination and must have attended at least six of the previous ten monthly general membership meetings.

Duties of the Secretary:

- 1. Prepare and maintain a sign-in record of those attending each Society meeting, including the Trustees, elected, and appointed officers.
- 2. Prepare and maintain an accurate record of each general membership meeting of the Society, recording all motions and the votes of the membership thereon.
- 3. Retain as a part of the record copy of those minutes all documents and other attachments that are pertinent.
- 4. Receive all correspondence concerning the Society, forwarding it to the appropriate Society officer or committee.
- 5. Prepare and cause to be distributed notices of all meetings of the Society.
- 6. Conduct such secret ballots as may be required.
- 7. Have custody of the Seal of the Society, using it on certificates of membership of the Society and such other correspondence and documents as deemed appropriate.
- 8. Serve on the Membership Committee.
- 9. Perform such other duties as may be assigned by the President.

Membership Secretary

The Membership Secretary is an elected position, and the term of office is one year. To be eligible to serve as Membership Secretary, a member must be in good standing at the time of nomination and must have attended at least six of the previous ten monthly general membership meetings.

Duties of the Membership Secretary:

- 1. Prepare and distribute to all members requests for payment of annual dues and such other special assessments as may be approved.
- 2. Maintain the membership records of the Society, ensuring that application fees and dues are promptly collected and properly credited.
- 3. Record and subsequently transmit in a timely and efficient manner to the Treasurer all monies received.
- 4. Notify any member when in arrears in dues.
- 5. Receive and act upon all requests for recognition as a life member or designation as a non-resident member.
- 6. Serve on the Membership Committee.
- Prepare and maintain a mailing list and provide a copy of it to members and committees as required. This mailing list shall not be distributed outside the Society unless approved by the Executive Committee.
- Supervise the preparation and maintenance of an annual directory of all members of the Society, providing a copy to all members, and distributing updates as appropriate at general membership meetings. This directory shall not be distributed outside the Society unless approved by the Executive Committee.
- 9. Perform such other duties as may be assigned by the President

Piper

The Piper is an elected position, and the term of office is one year. To be eligible to serve as Piper, a member must be in good standing at the time of nomination and must have attended at least six of the previous ten monthly general membership meetings.

Duties of the Piper:

- 1. Be responsible for meeting or making arrangements for the ceremonial piping requirements of the Society.
- 2. Pipe at all meetings and at other affairs of the Society as may be requested.
- 3. Serve on the Scottish Arts Committee.
- 4. Be the liaison between the Society and the St. Andrew's Pipe Band.
- 5. Perform such other duties as may be assigned by the President.

Treasurer

The Treasurer is an elected position, and the term of office is one year. To be eligible to serve as Treasurer, a member must be in good standing at the time of nomination and must have attended at least six of the previous ten monthly general membership meetings.

Duties of the Treasurer:

- 1. Have custody of all funds and investments of the Society and shall keep full and accurate accounts of receipts and disbursements in a manner approved by the Auditing Committee.
- 2. Receive and deposit all funds in a timely manner in such depositories as are duly authorized.
- 3. Retain on hand in the operating accounts of the Society sufficient funds to meet the operating expenses of the Society.
- 4. Pay all bills in a timely manner. Checks of \$1000.00 or more must beco-signed by the President, Chairperson or Vice Chairperson of the Board of Trustees, as appropriate.
- 5. Provide a written report of all financial transactions of the Society at each general membership, Executive Committee, and Board of Trustees meetings, providing a copy of this report to the Secretaries of the Executive Committee and Board of Trustees for retention with each month's minutes.
- 6. Secure, maintain, and provide for use as necessary the tax identification number of the Society, ensuring that all uses of this identification number are legitimate and proper.
- 7. Chair the Finance Committee.
- 8. Perform such other duties as may be assigned by the President.

Objectives of the Finance Committee:

The Finance Committee, chaired by the Society Treasurer and comprised of a member of the Board of Trustees selected by the Board of Trustees' Chairperson, a member of the Executive Committee selected by the President, and the Annual Games Committee Chairperson. This committee shall meet in October to prepare a consolidated budget that reflects the goals and policies of the Society. The committee shall submit its consolidated budget for approval at a November joint meeting of the Board of Trustees and Executive Committee. The consolidated budget shall be submitted for adoption by the membership at the December general membership meeting. The committee shall meet quarterly to monitor income, expenditures, and program activities against budget.

Communications Director

The Communications Director is an elected office, and the term of office is one year. To be eligible to serve as Communications Director, a member must be in good standing at the time of nomination and must have attended at least six of the previous ten monthly general membership meetings. **Duties of the Communications Director:**

1. Be Editor of the Society newsletter and be responsible for preparation and distribution of the Society newsletter.

- 2. Be in charge of all media placement, including print, banners, flyers, and/or promotional pieces as deemed necessary by the Executive Committee and the Trustees regarding all Kilgour Centre media.
- 3. Prepare and distribute e-blasts to members when directed by the Executive Committee and the Trustees.

Objectives of the Communication Committee:

The Communications Committee shall be responsible for publishing a newsletter reporting on the events of the Society.

Cultural Activities Director

The Cultural Activities Director is an elected position, and the term of office is one year. To be eligible to serve as Cultural Activities Director, a member must be in good standing at the time of nomination and must have attended at least six of the previous ten monthly general membership meetings. **Duties of the Cultural Activities Director:**

- 1. Be responsible for the selection of the facilities, the programs, the arrangements, and the refreshments as are deemed appropriate for initiations, installations, the Robert Burns Dinner, the St. Andrew's Dinner, and other meetings of the Society.
- 2. Serve as Chairperson of the Cultural Activities Committee.

Objectives of the Cultural Activities Committee:

The Cultural Activities Committee, chaired by the Cultural Activities Director, shall be responsible for the planning and arranging of all aspects of the educational and cultural programs of the Society, including without limitation the installation of elected and appointed officers, The Robert Burns and St. Andrew's Event, and others as designated by the President.

Trustees

The Board of Trustees shall be the corporate officers of the Society and shall consist of nine members, three elected each year for a three-year term each. The Board shall, by the December general membership meeting each year, elect from among its members a Chairperson, a Vice-Chairperson, and a Secretary. The Chairperson and Vice-Chairperson shall be of Scottish descent.

To be eligible to serve as a Trustee, a member must have been in good standing throughout each of the immediately preceding 36 months.

The Society shall provide each Trustee with an appropriate badge of office, which shall remain the property of the Society.

Duties of the Trustees:

- Hold title to the name, property, and resources of the Society and shall manage its corporate activities. The Board shall also ensure that the Society is appropriately incorporated with the State of Michigan and recognized by federal officials as a non-profit, charitable, and educational association, and maintain all appropriate documentation thereof.
- 2. Participate in the development and approval of the Society's budget in accordance with Article V of these Bylaws.
- 3. Represent the Society in all legal proceedings.
- 4. Develop a general description for each position of employment, establish lines of supervision and authority, and determine the appropriate compensation (salary and benefits) to be provided to each employee.
- 5. Approve the employment of individuals by the Society on either a full- or part-time basis. Members of the Society are eligible for employment and, when equally qualified with other applicants, shall be given preference for such employment.
- 6. Approve all grants and other aid provided by the Society. Temporary assistance, as distinguished from benevolence, may also be extended to members of the Society.
- 7. Develop a means by which gifts and bequests can be received and endowment funds established through which these funds can be invested and maintained for the good of the Society and from the interest on which the charitable and educational purposes of the Society can be drawn.