

BOARD MINUTES

Date and Time	17 th June 2014
Location	Fèis Rois Office, Strathpeffer Road, Dingwall
Purpose	Quarterly Meeting
Present	Fiona Dalgetty (Chief Executive), Harriet Dempster (Chair), Colin McLean, Maggie MacDonald, Duncan MacQuarrie, Caroline Hewat, Jack Wilson (visitor/observer)
	Jennifer McGlone joined the meeting via Skype
Apologies	Colin Sandilands, Carole Miller & Mark Sheridan

SUMMARY OF ACTION POINTS

Action Ref. Number	Action	Responsibility	Time line
Item 1	Staff PRD / appraisal process needs to be reviewed	Executive Group	Before Sept 2014
Item 2	Meet with Jessie McKechnie re: setting up The Neil McKechnie Award	Fiona Dalgetty	Before Christmas
Item 3	Enquire about funding / support for taking on a Creative Apprentice	Fiona Dalgetty	At next HYAH meeting
Item 4	Meet with partners in Gairloch	Fiona Dalgetty	Before Christmas

Agenda Item

2014.02.01 Preliminaries and Matters Arising

Harriet Dempster welcomed everyone to the meeting and thanked the staff for their tremendous work to date. The minute of the previous meeting on 4th March were agreed as a correct record. The minute was moved by Duncan MacQuarrie and seconded by Maggie MacDonald.

The only outstanding matter arising is the review of the existing appraisal system. The Executive Group have not yet found a suitable time to meet to look at this and will endeavour to do so before the next meeting.

The Board offered their condolences to Donna Macrae on the loss of her father, Finlay Macrae.

ACTION: Executive Group to draft a new appraisal procedure.

2014.02.02 Reports and Updates

(a) Financial Report

A discussion was had around the company finances and it was agreed that these are in good order with the company operating very well. The Chair thanked Fiona Dalgetty and Marion MacKay for their work on the accounts.

(b) Staff Reports

The Chair reiterated her thanks to the staff for their considerable output over the past quarter.

Duncan MacQuarrie noted that Creative Apprentice, Katie MacDonald was a great ambassador for Fèis Rois at the recent launch of the 2014 Blas Festival.

The Board endorsed the suggestion of a bursary in memory of one of the founding Directors of Fèis Rois, Neil McKechnie. It was agreed that we should offer a free place at Fèis Rois Oigridh for a P5-7 pupil from Dingwall Primary School. It was agreed that it should be left to the discretion of the school to nominate a young person to receive the award, but it could either be someone who is very enthusiastic about Gaelic and/or traditional music, or someone who otherwise would not have the opportunity to attend the event.

ACTION: Fiona to speak with Neil's widow, Jessie about setting up The Neil McKechnie Award.

The Board thanked the Chief Executive for her work to date in bringing so many partners together to form the new Highland Youth Arts Hub. Following the success of having Creative Apprentices working at Fèis Rois, the Chair put forward the idea that the Hub could take on a Creative Apprentice to work with the new Project Manager.

ACTION: Fiona to speak with the Highland Youth Arts Hub consortium members re: the possibility of applying for funding to support a Creative Apprenticeship.

Maggie MacDonald concurred with Fiona's report that the taster day held in Gairloch was a huge success.

ACTION: Fiona to speak with partners in Gairloch to look at future plans for building on this initial enthusiasm and success.

Jennifer McGlone gave an update on the national Music Box programme and explained that the SPFL Trust had submitted an application to the Youth Music Initiative to develop the work in 2014/15. However, they won't know the outcome of their application for a few weeks yet. Fiona Dalgetty reported that the partnership with the SPFL Trust, Inverness Caledonian Thistle Football Club and Ross County Football Club had been a successful one. It has raised the profile of Fèis Rois amongst young people who previously may not have chosen to attend our events.

2014.02.03 Strategic Planning Overview

Fiona Dalgetty thanked Board members for giving up their time to attend and contribute to strategic planning days on both 9th and 19th May. Fiona continues to work on the new 5-year plan and will circulate to the Board for approval before the Creative Scotland regular funding deadline of 7th July 2014.

2014.02.04 PR Update

The Chief Executive circulated a file containing all recent press cuttings for information.

Jack Wilson, visiting from Australia, gave an update on Fèis Rois's partnership programme with the National Celtic Festival in Australia. Jack will spend twelve weeks with Fèis Rois this summer. He is studying International Studies at University in Melbourne and can achieve credits towards his degree if he does a placement looking at language planning before participating in our 2014 Ceilidh Trail project.

2014.02.05 Notified AOCB

The Spring raffle was drawn and winners will be notified next week.

2014.02.06 Date and time of next meeting

Tuesday 2nd September (also AGM).

