

BOARD MINUTES

Date and Time	16 th February 2016
Location	Camas House, Fairways, Inverness
Purpose	Quarterly Meeting
Present	Harriet Dempster (Chair), Fiona Dalgetty (CEO) Shannon Cowie, Colin Delmonte, Maggie MacDonald, Conal McDonagh, Colin Sandilands, Mark Sheridan
Apologies	Jennifer McGlone

SUMMARY OF ACTION POINTS

Action Ref. Number	Action	Responsibility	Time line
Item 1	Contact Corrina Hewat	Fiona Dalgetty	ASAP
Item 2	Write a letter of congratulations to those Selected for the 2016 Ceilidh Trail	Harriet Dempster	After the auditions
Item 3	Create a register of child protection training undertaken by freelance artists	Rachael Duff / Fiona Dalgetty	August 2016
Item 4	Identify which YMI and weekly class tutors have undertaken child protection training and arrange training for those who need it	Rachael Duff / Allison Watson	August 2016
Item 5	Contact Donna Munro at Highland Council	Fiona Dalgetty	ASAP

Agenda Item

2016.04.01 Preliminaries and Matters Arising

Harriet Dempster welcomed Fiona Dalgetty back after her period of maternity leave and congratulated Fiona and her husband on the arrival of their baby boy, Fraser. She thanked Rachael Duff for her contribution as Acting Chief Executive.

Harriet paid tribute to Caroline Hewat and the work she did not only as a Director of Fèis Rois, but for the wider arts community in the Highlands. The Board agreed that she will be sorely missed. Fiona mentioned that Caroline's daughters are setting up a trust fund in her memory and offered to contact them to offer support.

Maggie MacDonald proposed the minutes of the previous meeting at Coul House Hotel in November and Colin Delmonte seconded them as an accurate record of the meeting.

2016.04.02 Reports and Updates

(a) Financial Report

The Board approved the draft budget for 2016/17 and thanked Fiona for her work in preparing this.

The Board welcomed the positive feedback from Creative Scotland in our Annual Review in November, and commended the staff for their ongoing excellent work to ensure that Fèis Rois remains recognised as a leader in the traditional arts and an organisation with a strong business model.

(b) Staff Reports

On behalf of the Board, Harriet Dempster thanked the staff team for their continued commitment and excellent work. She particularly highlighted the success of the 30th anniversary concert at Celtic Connections.

The Board agreed that, following the upcoming auditions, the Chair should write a short letter of congratulation on behalf of the Board to the 15 successful young musicians selected to take part in this year's Ceilidh Trail.

(c) Executive Group Report

The Executive Group had not met and are due to meet two days after this meeting on 18th February 2016.

2016.04.03 Strategic Planning Overview

The Board approved the 2016/17 Artistic and Strategic Plan to be submitted to Creative Scotland for the 22nd February deadline.

2016.04.04 Press & Publicity

A file was circulated with recent press cuttings. The Board thanked Marion Mackay for collating this information. It was noted that Fèis Rois continues to have a high profile locally and nationally, particularly in this, the organisation's 30th anniversary year, and with the recent very successful concert at Celtic Connections in January.

2016.04.05 Date and Time of Next Meeting

It was agreed that the next meeting would take place in the new office at 7pm on Tuesday 17th May 2016.

2016.04.06 AOCB

A lengthy discussion took place around best practice in Child Protection training for freelance artists.

It was agreed that, although Fèisean nan Gàidheal carries out PVG / Enhanced Disclosure checks on behalf of all member Fèisean, including Fèis Rois, that Fèis Rois should keep a simple register noting any child protection training attended by its freelance staff. It was suggested that the register should simply have three columns:

1. Name of artist
2. Do they have a PVG with FnG (Yes/No)?
3. Date and provider of most recent child protection training

It was agreed by the Board that all freelance tutors engaged in year-round work with Fèis Rois should have formal child protection training and that this should be renewed every 2-years.

Harriet Dempster suggested that Fiona Dalgetty contact Donna Munro at Highland Council to ask if Fèis Rois can access Highland Council Child Protection training for its artists and staff.

It was agreed by the Board that it would be adequate for freelance artists teaching on a one-off basis (i.e. on a residential course) to participate in some level of in-house child protection training at the pre-fèis meeting or similar directly before the event.

Fiona Dalgetty highlighted that all freelance artists contracted to work on any Fèis Rois project are required to complete and Enhanced Disclosure / PVG.