

## BOARD MINUTES

Date and Time	7pm Tuesday 17 <sup>th</sup> May 2016
Location	16-17 High Street, Dingwall, IV15 9RU
Purpose	Quarterly Meeting
Present	Lisa Buchanan, Fiona Dalgetty, Colin Delmonte, Harriet Dempster, Malina MacDonald-Dawson, Colin Sandliands (via Skype). For part of the meeting via Skype: Mark Sheridan
Apologies	Shannon Cowie, Maggie MacDonald, Conal McDonagh, Jennifer McGlone

## SUMMARY OF ACTION POINTS

Action Ref. Number	Action	Responsibility	Time line
Item 1	Contact HIE to set up a meeting	FD	ASAP
Item 2	Send FD information on Learn Pro training	LB	Before next meeting
Item 3	Help with distribution of <i>The Voyage of the Hector</i> merchandise	HD	Before the year end
Item 4	Contact the Highland Chinese Association And the Highland Indian Association	FD	Before the year end
Item 5	Ask Gillian Shaw if she would be willing to Deliver equalities training	LB / FD	ASAP
Item 6	Increase number of Gaelic language posts on social media	FD / SC	ASAP

### Agenda Item

#### 2016.01.01 Preliminaries and Matters Arising

HD welcomed everyone to the meeting and extended a particularly warm welcome to our two newest Directors, Lisa Buchanan and Malina MacDonald-Dawson.

CS approved the minutes and CD seconded these as an accurate record of the February meeting.

#### 2015.03.02 Reports and Updates

##### (a) Financial Report

The Board thanked the Office Manager, Marion Mackay for the detailed work on the Management Accounts. FD talked through the management accounts in some detail. LB highlighted the scale of the projects and the work involved for the CEO and Office Manager in managing multiple budget lines.

A discussion was had about relationships with funding bodies. It was agreed that Fèis Rois has a very positive partnership with Creative Scotland and a good working relationship with colleagues at Highland Council. It was agreed that FD would make contact with HIE to discuss any support they might now be able to offer Fèis Rois. LB suggested HIE might be able to help through their graduate placement scheme.

**Action:** FD to contact HIE

### **(b) Staff Reports**

HD thanked the staff team for their commitment and work over the past quarter. The Board commented on the breadth of work being achieved by the small staff team.

The board had a discussion around child protection training for tutors. LB mentioned that she had accessed Learn Pro training through the NHS for staff at Cantraybridge. FD explained that Fèis Rois had previously offered freelance musicians the opportunity to do an online training course that had been devised by the Musicians' Union and the NSPCC. However, take up had been low. It was agreed that tutors should renew their child protection training every 24-months.

**Action:** LB to send FD information on Learn Pro

FD spoke about the distribution of *The Voyage of The Hector* CDs and books. These have been selling well and the project is now paid off. Any future sales will contribute to our fundraising effort to subsidise traditional music tuition for children and young people. HD offered to visit shops and other outlets in the Highlands to ask if they would be willing to stock these.

**Action:** HD to arrange with Marion Mackay collection of *The Voyage of The Hector* stock to then circulate in venues across Ross-Shire / the Highlands.

LB commented that students at Cantraybridge College had thoroughly enjoyed The Lyrics of the North project organised by Fèis Rois in partnership with Moniack Mhòr and our Highland Youth Arts Hub partnership. LB felt that the project was very inclusive. However, more lead in time would have been preferable, although she understands that due to a number of constraints this wasn't possible on this occasion.

The Board had a lengthy discussion around equalities. They thanked FD on her work in writing the new Equalities, Diversity and Inclusion Action Plan. LB commented that there is a lot of project work to be delivered within the plan and that more could be made of the existing work already being successfully delivered by Fèis Rois.

LB suggested that links could be made with the Chinese Association and the Highland Indian Association. The latter have an annual curry and ceilidh night, which would be a very good link for us, and an opportunity to promote the work of Fèis Rois by having fliers on tables, etc.

**Action:** FD to contact both the Highland Chinese Association and the Highland Indian Association.

LB commented that Gillian Shaw might be willing to lead an equalities training session for staff and Board pro bono.

**Action:** LB to ask Gillian Shaw if she would be willing to deliver equalities training for Fèis Rois

The board approved the EDI Action Plan, but added that they would like staff to carry out a baseline survey in year 1 to identify how many people currently engaged with Fèis Rois have a protected characteristic.

### **(c) Executive Group Report**

The Executive group had not met since the previous meeting.

#### **2015.03.03 Strategic Planning Overview**

FD gave an update on the current strategic and artistic plan and the Board commented on the excellent progress to date.

#### **2015.03.04 Press & Publicity**

FD circulated a file showing recent press cuttings.

The Board noted their thanks to Jean Urquhart for her motion in the Scottish Parliament on 26<sup>th</sup> January marking the 30<sup>th</sup> anniversary of Fèis Rois and the contribution the organisation makes to traditional music in Scotland. The Board also noted their thanks to Hands Up For Trad in awarding Fèis Rois a Landmark Award on 1<sup>st</sup> May.

The Board thanked the staff for continuing to keep a high profile for Fèis Rois on social media. As of May 2016, Fèis Rois has 2,590 “likes” on Facebook (2,426 in February 2016) and 2,569 “followers” on Twitter (2,471 in February). A discussion was had around Gaelic content on social media. It was agreed that FD would work with Board member, Shannon Cowie to develop the use of Gaelic by staff online.

**Action:** FD and SC to work together to increase Gaelic language content on social media.

**2015.02.05 Date and Time of Next Meeting**

It was agreed that the next meeting would take place at Camas House, Inverness at 5pm on Tuesday 23<sup>rd</sup> August 2016.