

BOARD MINUTES

Date and Time	Wednesday 23 June 2021, 7.30pm
Location	Due to Covid-19, the meeting was held using Zoom
Purpose	Quarterly Meeting
Present	Fiona Dalgetty (Chief Executive), Malina MacDonald-Dawson (Chair), Ruairidh Gollan, Duncan Chisholm, Jennifer Marshall, Chloë Bryce, Alex Urquhart-Taylor, Shona Henderson, Lorraine Aburrow (Minutes) Observing: Siobhan Anderson (Creative Scotland)
Apologies	Norman MacArthur, Fiona Callum (Treasurer/Company Secretary),

Actions:

- Item 1** Fiona and Lorraine will spend some time in the office in the coming weeks ensuring that it is safe for staff to begin to make a phased return from 9 August (depending on Scottish Government guidance at the time)
- Item 2** The Fèis Rois company policies will be updated and taken to the Board for approval
- Item 3** Christian will look at the EDI plan and Fiona will review it
- Item 4** Lorraine will email the Board with new dates for the next two meetings

Agenda Item

2022.01.01 Preliminaries

Malina welcomed everyone to the meeting.

Shona Henderson approved the minutes of the previous meeting as being a correct and accurate record and these were seconded by Chloë Bryce.

From matters arising from previous minutes, Fiona Dalgetty confirmed that the policy updates are ongoing with the working groups making good progress on these.

Declarations of Interest

Malina MacDonald-Dawson is an employee of funder, The Highland Council.

2022.01.02 Reports | Updates | Artistic and Creative Plan

The Chair thanked the Chief Executive and staff for preparing detailed reports on all activity for the Board.

Fiona Dalgetty talked the Board through the Management Accounts for quarter 4. We continue to remain in a secure financial position. Our year-end figures show a very strong financial position due to the recent grants received. However, Fiona felt it was important to acknowledge the negative impact of the pandemic on the work of Fèis Rois over the past year. Our core programme earned income was only 8.65% and our merchandise sales were much less than in a normal year.

Fiona will not be applying to the UK Government's Kickstart scheme for work placements as we have secured significant funds from other sources for employment opportunities.

Fiona gave an outline on her involvement with the Dandelion project.

The staff are continuing to be very busy with projects and Fiona spoke about the face to face events, Under Canvas, the Ceilidh Trail and Summer of Hope, that Fèis Rois will be involved with.

Malina thanked the Chief Executive and staff for continuing to do great things in getting the work of Fèis Rois out there.

There was a good discussion about when staff would return to the office. By the 9 August, it is hopeful that office working will resume, and staff should spend at least 1 day a week in the office as part of a phased return. It was agreed that the staff have to be safe and communication with all staff is crucial in the return to office working. There has always been a flexible approach to home working and this will continue within reason. It was agreed that Fiona and Lorraine will spend time in the office over the next few weeks configuring the space so that there are good covid working practices in place. It was also agreed that we would recommend that staff do 2 covid tests per week.

Following the working group meeting with Christian and Lorraine, Alex has written a paper on the Environment and Carbon policy and there was a good discussion on this. It was agreed that the working group would now meet and make a recommendation on the way forward and then take it to the Board for approval. Malina thanked Alex for his work on this.

There was a discussion on the Equalities, Diversity and Inclusion policy and there will be some minor changes to the current wording. Christian Gamauf will now work on updating the EDI Plan to ensure that we capture all that we are doing in this area in 2021/22.

Fiona welcomed a discussion about digital content and the future. There was a general feeling that while online events do have a value, people are now looking ahead to more real life engagement, when it is safe to do so. As a small organisation, Fèis Rois does not have the capacity to do both, and live music and events are the priority when possible.

Malina thanked Fiona for her commitment to Fèis Rois and for all her hard work. Fiona thanked the Board for their continued support to her and the staff.

2022.01.03 Press & Publicity Update

Katie Mackenzie has been supporting Fèis Rois with marketing and communications over the past few months. This is proving to be a very successful arrangement with published press releases, radio interviews and increases in our social media interaction.

2022.01.04 AOB

Lorraine will email the Board with dates for the next 2 meetings. These will take place on Thursday evenings and, if possible, be face to face meetings.