

## BOARD MINUTES

Date and Time	Thursday 26 <sup>th</sup> November 2020, 8.00pm
Location	Due to Covid-19 lockdown, the meeting was held using Zoom
Purpose	Quarterly Meeting
Present	Fiona Dalgetty (Chief Executive), Malina MacDonald-Dawson (Chair), Ruairidh Gollan, Duncan Chisholm, Shona Henderson, Jennifer Marshall, Norman MacArthur, Fiona Callum, Chloë Bryce, Alex Urquhart-Taylor Observing: Siobhan Anderson (Creative Scotland)

### Actions:

- Item 1** Jennifer Marshall to share a draft of a new lone working policy for Fèis Rois
- Item 2** At next Board meeting, set up time limited working groups to work through reviewing and updating other company policies
- Item 3** Fiona to continue to update the Board on our involvement in the Celtic Connections Team developing a bid for FestivalUK\*2022
- Item 4** Fiona to circulate suggested dates for all four Board meetings in 2021

### Agenda Item

#### 2020.03.01 Preliminaries

Declarations of Interest: Malina MacDonald-Dawson, Fiona Callum and Norman MacArthur are employees of funder, The Highland Council.

Malina welcomed everyone to the meeting and thanked Alex and Chloë for joining the Board at the AGM, which took place immediately beforehand.

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

The only matter arising from the previous minutes was the desire to review company policies this year. It has been three years since most policies were reviewed and/or updated. Jennifer Marshall is reviewing a lone working policy for the Board as the staff continue to work from home due to the Coronavirus pandemic. We will agree working groups early in the New Year to review other policies.

#### 2020.03.02 Reports and Updates

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

A discussion was had around the recruitment of the new Office and Finance Manager. Fiona Callum and Jennifer Marshall agreed to join Fiona Dalgetty on an online interview panel on 1<sup>st</sup> December.

A discussion took place on planning for 2021 in light of the on-going pandemic. Duncan Chisholm suggested that it would be sensible to remain online with our programme for the first 6-months of the year and perhaps July would be a sensible time to start planning for returning to some level of face-to-face activity. It was agreed that Fèis Rois na h-Òigridh and Fèis Rois nan Inbheach would be cancelled for a second year in a row.

Fiona Dalgetty gave the Board an update on our involvement in a team led by Celtic Connections developing an idea for a large scale public engagement project having been shortlisted for a research and development grant by FestivalUK\*2022. Fiona highlighted the negative perception in the press around FestivalUK\*2022 being a celebration of Brexit, and a discussion was had around the ethics of the project.

The Board agreed that this was a positive opportunity for musicians, young people and communities and that, if successful, the public would clearly see the aims of the project and the values of our team.

Fiona updated the Board on a range of measures we have put in place to improve our cyber security, including introducing multi factor authentication for all staff Office 365 accounts.

#### **2020.03.03 Press & Publicity Update**

Former Fèis Rois participant and now musician and PR consultant, Katie MacKenzie has been helping with PR on a freelance basis. Katie secured excellent coverage in promoting the Caithream na Cruinne project and has secured a number of radio interviews on BBC Radio nan Gàidheal over the past few months. Both Chloë Bryce and Norman MacArthur have spoken on the radio about Fèis Rois projects. Shona Henderson commented on the continued excellent coverage across all social media platforms.

#### **2020.03.04 AOCB**

It was agreed that Fiona Dalgetty would email the Board with suggested dates for all four 2021 Board meetings.

Siobhan Anderson updated that a letter would go out to all RFOs next week from Creative Scotland's Chief Executive, Iain Munro. The Scottish Government is expected to agree its budget on 28<sup>th</sup> January. The Creative Scotland Board is due to meet on 18<sup>th</sup> February when it is expected that they will agree an extension (4<sup>th</sup>) year of funding for all RFOs. Due to the Coronavirus Pandemic, Creative Scotland has extended the date by which they would usually expect an Annual Report from RFOs to April/May 2021. Siobhan will keep Fiona updated.