

BOARD MINUTES

Date and Time	Wednesday 26 th August 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 Observing: Siobhan Anderson (Creative Scotland)
Apologies	Fiona Callum (Treasurer / Company Secretary), Norman MacArthur, Morag-Anna MacLeod-Mitchell (Highland Council)

Agenda Item

2020.02.01

Preliminaries

Declarations of Interest: Malina MacDonald-Dawson is an employee of funder, Highland Council.

Malina welcomed everyone to the meeting and extended the Board's congratulations and thanks to Education Manager, Rachael Duff on her 10 years of service with Fèis Rois. The Board noted Rachael's commitment, enthusiasm and leadership in developing the education programme over the past decade.

Shona noted that it was great to hear young musician, Chloë Bryce from Tain on Radio nan Gàidheal this morning talking about her involvement in our Creative In Your Community project.

Approval of Minutes and Matters Arising

The minutes of the previous quarterly meeting were proposed by Shona Henderson and seconded by Jennifer Marshall. There were no matters arising.

2020.02.02 Reports and Updates

The Chair thanked the Chief Executive and staff for preparing detailed reports on all activity and thanked them for their creativity and adaptability as we continue to engage communities and offer paid work to artists through the Coronavirus pandemic.

Siobhan Anderson requested it be minuted that Creative Scotland note the breadth and quality of the work being delivered by Fèis Rois during this difficult time for the sector, and that this work feels new, fresh and exciting.

The Chief Executive gave the Board an update on an online fraud incident that had taken place whereby someone posed as a musician who had won the In Tune With Nature competition in order to fraudulently claim the prize money. It was agreed that any requests for payments to be made in anything other than pounds sterling should require to be authorised by the Chief Executive.

A discussion was had about the Fèis Rois programme in the context of the current Coronavirus pandemic. It was agreed that all work should remain online until the new year. The Board also agreed that the default position should be that all staff work from home until the new year. The Board recognised that everyone's circumstances are different and that there may be occasions when a staff member needs to work from the office. It was agreed that this would be permissible as long as there was only one member of staff in the office at any one time. The Board support flexible working practices.

A brief discussion was had around the need for an office space going forward and it was agreed that the office is important and that Fèis Rois should continue to have a physical presence in the heart of Ross-Shire.

A discussion was had around staffing, particularly the need to replace the Office Manager post as Marion Mackay will retire at Christmas. It was agreed that the Executive Group (Fiona Dalgetty, Fiona Callum and Malina) would meet to discuss HR and finance before the next Board meeting.

The Chief Executive also requested that a time limited working group be set up to review the child protection policy and other policies. Jennifer, Duncan and Ruairidh said they would be happy to contribute to this work.

The board also approved the required spend to upgrade the online booking system for the organisation.

2020.02.03 Press & Publicity Update

The Board commented on the consistently high-quality content on social media. They also congratulated the Chief Executive on the broad reach of In Tune with Nature, Creative In Your Community and the 21st anniversary of the Ceilidh Trail across the printed press and radio. It was also good to see our education work being featured in the local press in Ross-Shire and Dumfries & Galloway. It was noted that it was also lovely to hear former participant and pop musician, Alice Bentley, talk about the impact that Fèis Rois had on her in an interview she gave for a Scottish Music Centre podcast during Lockdown.

2020.02.04 AOCB

Malina commented that she had attended a recent Arts & Business Scotland “Chair Matters” event where she was particularly inspired by the “survive, adapt, collaborate” model.

The next board meeting will take place immediately after the AGM on Thursday 26th November 2020. This will also be held on Zoom.