



**Draft Minutes of meeting of the Board of Trustees  
Tuesday 27 September 2022 at 2.00PM via Zoom**

**1. Welcome and Apologies**

**Apologies:** Mandy Greene (MG), Julian Watson (JW), Yvonne Barbour (YB),  
Catriona McGhie (CM), Barbara Chalmers (BC).

**Attending:** Stephen Lacey (SL), Lucy MacLeod (LM), Frank Hayes (FH), Davie  
McMillan (DM), Matt Baker (MB).

**In attendance:** David McDonald (DMcD), Maggie Broadley (MMB) Minutes,  
Rebecca Coggins (RC) D & G Council.

**2. Minutes of last meeting**

**DGU Board Away Day** - no previous minutes.

**3. Matters arising**

None.

**4. Declarations of Interest**

**MB** – clarification as to how declarations of interest work in relation to DGU? If item  
is tabled for discussion, there's a requirement to declare interest in any other  
projects that might be relevant. **No declarations of interest.**

**5. Chair's report**

**Economic Leadership group** - Invitation for Board member to attend Workforce  
Summit on 4<sup>th</sup> October in place of MB, who cannot attend. SL and DMcD will try to  
attend. Good to have strong representation from Creative Sector including DGU.

**DGU Freelance team** - Looking ahead to the completion of DGU's 2<sup>nd</sup> Strategic Plan, next year will also see new SLA negotiations with D & G Council. DGU freelance team commission fee rates have lagged, good to review contracts and rates of pay. **Agreed** - Sub-group will convene to consider contracts, rates of pay and terms and conditions over the next few months. **LM & FH** volunteered; it was suggested that **BC** be asked to join. **RC** – D & G Council could provide some advice. **SL** - thanked RC, something to consider.

**AGM** – looking for this to take place in January. DM and SL have been Board members for maximum period stipulated and will stand down in January. Need to recruit new Trustees towards the end of the year; replacements for SL & DM and add 2 additional Trustees. DGU will need a new chair; if no one currently involved wants to be chair then it is acceptable to look outside current board. **MB** - there is a pending question regarding including 2 members from pARTners group on DGU Board. **AGREED** - sensible to wait until new DGU Strategy, which will include details of future remit and make-up of pARTners Group, is completed before deciding on 2<sup>nd</sup> member.

## **6. Treasurers report**

**Management Accounts circulated prior to this meeting.** Technical glitch with banks online banking system is close to being resolved. **DMcD & YB** will have online session to go through dashboard. Cash in bank is £84,000.00; 2<sup>nd</sup> installment from D&G Council lodged, with thanks. Financial health is good.

## **7. Arts Development Director's report**

### **Strategic Plan**

**DMcD** – Draft completed this week/might slip into Monday. Team will meet week beginning the 10<sup>th</sup> then meeting with the DGU sub-group after that. 10<sup>th</sup> October members survey concludes - include headlines from that. Finalising a 1<sup>st</sup> draft to

share with Trustees for comment followed by discussion with pARTners group, DG Council and SOSE. **AGREED** - Board meeting early November to discuss, send out Doodle poll.

### **Remembering Together Covid Memorial Project**

**Tara Beal and Katie Anderson** appointed to complete community consultation, visioning and report detailing process and suggested preferred outcomes for Phase 2. Greenspace Scotland has built-in a lot of flexibility to the process; non-prescriptive, great artistic freedom to respond to what communities are saying they want.

GS are looking for a **local partner to manage the funds for Phase 2** – greenspace scotland have been managing budgets for most local authorities and this has resulted in capacity issues for the organisation. After discussions at last Remembering Together Steering Group meeting, DMcD has a recommendation for the Board of DGU to consider:

- To streamline the process of managing and delivering Phase 2, DGU should hold the funds and be the contractual trigger. This would help ensure that the time frame was not extended by time consuming LA procurement processes - makes sense that an existing delivery partner takes on this role.
- DGU would be the commissioner and would also be eligible to take a percentage for management. (Whilst DGU did not take a contribution for Phase 1, it would be helpful for the more involved Stage 2).
- **RC** – council would still be involved and supportive just not holding the budget/going through council procurement.

Discussion around requirement for funding to support capacity of DGU; any funding agreed for managing funds should include all elements - and be additional rather than coming out of current budget of £100,000 which includes management and

production of the memorial. **AGREED** - to accept recommendation but with the caveat that further information required regarding the budget and management costs for DGU/production of Memorial. **DMcD** to keep the Board updated.

### **Creative Carbon Scotland Network Event**

**DMcD** - Email/notes circulated prior to this meeting. Thanks to **MB** for connecting DGU. **pARTners group** expressed interest at last meeting.

Initial plan to host an inaugural event which will lead to creation of D&G network and regular meetings; event penciled in for **1<sup>st</sup> of November**, awaiting confirmation from CCS. Expected places for between 20 – 40 attendees. CCS has provided outline (see notes already provided by DMcD). Attendance not restricted to Arts/creative organisations - can be wider, culture and heritage and beyond.

Looking at whether DGU can host this as a blended event, for example small hub in Langholm/Stranraer etc... concurrent with main event. We also want to explore this approach for our own events. **LM** – is that infrastructure already in place? DG College has some investment in digital hubs/Newcastleton (?) was awarded funding for digital hub (from SOSE).

### **Climate Literacy Toolkit**

DGU researching and compiling this toolkit as part of its CS Cultural Venues and Organisations Recovery Fund award. **TM & DMcD** meeting with **Ian Barr** tomorrow to explore possibility of working with council who are creating a similar toolkit geared towards events.

Discussion around identifying what other organisations in the region working on this, reaching out to Eco-arts. DGU's role is to bring about collaboration not lead.

**AGREED** - DMcD to update at next meeting

### **Creatives Unlimited**

**MMB** provided update notes prior to the meeting. Emphasized the difficulties experienced in the 2<sup>nd</sup> CU programme, with more time required in confirming speakers, venues and participants - with low sign-up rates. Also considering what format a follow-on programme should take - directed by DGU's new strategic plan, working closely with other organisations.

**DMcD** – update meeting with THT. Number of recurring issues in terms of engaging and providing support to young people. Our Youth Arts Advocates (Catriona McGhie and Lauren McDougall) were working on youth survey, and it was agreed that DGU would add questions provided by THT. **MMB** - working closely with DGU Youth Arts Advocates, who felt that a survey would add value to work they are already doing/have planned. The point of working with young people is to give them their voice and keep as light a touch as possible whilst being supportive. **RC** – connecting with Youth Work sector after what has been challenging period. Youth Council is about to be refreshed – 10,000 voices survey looked at ward level, but this will work across the region.

General discussion about the difficulties experienced by others in engaging with audiences and participants post lock-down and the role of signposting.

**MB** – Important to recognize that significant work has already been done around the region and there wasn't enough evidence in report of DGU connecting with arts organisations. **DMcD** - we do connect but the report focusses on strategic issues.

## **8. pARTners Group**

**Update from MB** – Notes circulated by DGU were not from most recent meeting.

Valuable to hear what other projects were doing. Discussion about **widening membership of pARTners group**, call-out for expression of interest? Waiting on completion of new DGU Strategy. Melanie from Arts Festival is moving on but Alex

Little, Chair, will attend meetings as an interim measure. **LM & FH** - smaller organisations can feel their voices aren't being heard.

**SL** - looking for volunteers to chair next pARTners group meeting – 11am on 27<sup>th</sup> October. **AGREED** - SL will send note out to Board.

Discussion around agreeing topic for next meeting, and whether other ways of communication in between meetings could be set up, such as email, facebook page or SLACK. **RC** – Applications to next RAF will open in November - perhaps pARTners group could look at its next priorities? Voice of sector coming through.

#### **9. Report from D & G Council**

**RAF** – still available, £50,000 to support regional arts projects. Also supporting **VACMA** again. D&G C received **CS Cultural Recovery Fund** award – refresh of business plan for Kirkcudbright Gallery. **Cultural Strategy** – appreciate difficulties getting people to contribute. Call for images and case studies - graphics team to design report. **Establishing a Cultural Partnership** – money from CS & SOSE to take this forward. Working on draft brief in prep for sending to Cultural Strategy Reference Group to view.

#### **10. AOCB**

**DG Life Awards** – DGU sponsor of Cultural Champion Award, SL will be attending handing our award. Looking for 4 names by Monday - LM, FH & DM volunteer.

#### **11. Date of next meeting**

Early November – look at first draft of DGU Strategy

#### **12. Reserved Items**

DMcD, MMB & RC left the meeting.