



Minutes of the Board of Trustees

Held at: The Usual Place, Dumfries

On: 16th April 2018 at 2pm

Present: Cathy Agnew (**CA**, Chair), Stephen Lacey (**SL**, Vice-Chair), Anne Barclay (**AB**), Matt Baker (**MB**), Davie McMillan (**DMcM**), David Smith (**DS**), Karen Ward Boyd (**KWD**), Katharine Wheeler (**KW**), Carolyn Yates (**CY**)

In Attendance: Rebecca Coggins (**RC**), David McDonald (**DMcD**), Rebecca Giblin (**RG**)

1. **CA** welcomed all to the meeting. There were no apologies.
2. **Declarations of Interest**
SL confirmed that he is now a trustee of Eskdalemuir Expressive Arts, which recently received a GIGI grant. He was not involved in the application or assessment process. It was confirmed that no DGU trustees were involved in assessment of RAF5 applications.
3. **The Minutes from the last meeting** were approved.
Any trustee who has not emailed **RG** with declarations of interest and their skills was reminded to do so before the next board meeting.
4. **Matters Arising**
Chair's Report - **RG** confirmed that there are two people called Cate/Kate Howard involved in the arts in the region: Cate Howard runs Galloway Violin Studio; Kate Howard leads the Cairn Chorus.
5. **Chair's Report**
CA reported that she had attended a positive meeting with Joan McAlpine, MSP, along with **DMcD**. She also attended the launch of the Merlin Trail in Moffat.
DMcD to cover Creative Scotland and The Articulate Trust in his report.
6. **Arts Development Director Report**
DMcD discussed his report with the Board, highlighting key areas.

RAF5 – the process is now complete. £458,539 will be leveraged against the £75,000 that was awarded. **MB** noted that the strong and varied projects reflect well on the region. **KWB** asked for a list of successful and unsuccessful applications (**RG** to send to the board).

DGU Funds – the first full year of GIGI and ICC is now complete.

GIGI

Applications	13
Successful	13
Awarded	£5222.00

Not all the funds have been allocated and the Council has confirmed that unspent funds can be carried forward.

ICC

Applications	19
Withdrawn by applicants	2
Ineligible	3
Successful	14
Awarded	£8609.50

It was evident that the ICC fund is needed by practitioners. **CY** suggested that awareness should be raised in art forms that were not or under-represented e.g. film/media.

GIGI and ICC will be carried on for another 12 months and reviewed. **CR** will do a summary report, reviewing the process.

Youth Arts Commission – Articulate presented to the pARTners Group and funders on 29th March. There is still room for improvement on the report with more ‘mapping and gapping’ to be done. They have been given a deadline of the end of June.

South of Scotland Economic Partnership (SoSEP) – an interim agency has been formed, which is seeking consultation via events and online. It was suggested that all trustees submit their own individual response and/or attends a public meeting. The next pARTners group meeting will focus on a DGU response to the consultation. **DMcD** will send the draft report to the board for comment. **RG** to add details of the consultation to the next bulletin.

Creative Scotland – 13 practitioners and organisations were asked to contribute their opinions. The report will be discussed in more detail at a future board meeting.

There was discussion around what DGU can do to build capacity for more successful D&G applications. **RC** confirmed that was no further Place Partnership funding available. **CY** suggested that the report is a good-evidence based response to SoSEP.

CA and **DMcD** will meet the Place Team at CS to progress the discussion on how to build this capacity and update CS on DGU and other activities in the region, e.g. drop-in sessions, GIGI (cross-sector funding)

RG to ask Karen Dick how many D&G applications were unsuccessful and for figures of matched/leveraged funding.

Communications - **RG** reported that the fortnightly bulletin is now sent on a Friday afternoon to try and increase open rates. **CA** asked about press coverage and **RG** confirmed that the monthly D&G Life column is ongoing. **CY** suggested **RG** contact Our Wigtownshire about placing an article. **RG** to take this forward.

7. Treasurer's Report

AB confirmed that the 2017-18 accounts are now ready to be submitted to Carson and Trotter. **AB** to check when to expect the accounts back.

AB has handed over the day-to-day handling of the finances to **RG** and **DMcD**. **RG** to email **AB** when cheques are written. **RG** to submit forms to HSBC to enable **DMcD** to become a signatory. **DMcD** to destroy the Articulate cheques (since Janet Brennan was a signatory) and a new cheque to be issued by **RG** to be kept until the project is finished satisfactorily.

RG to remind Ali Mills to cash her cheque from December 2017.

CA asked whether the AGM could be incorporated into the annual conference.

8. Communications

RG is booked to attend GDPR (General Data Protection Regulation) Training on 16th May.

CY suggested that union and standard rates of pay and FAQ be added as a section on the website and that the website is added as an agenda item for the next board meeting. **RG** confirmed that the new website continues to be developed and requested trustees to forward any news, suggestions for improvement or if they notice anything is out of date.

9. DGC Report (RC)

Kirkcudbright Galleries – the proposed opening date is 9th June.

Gracefield Review – Property Services will be putting out a tender for the next stage of the work.

DGU Budget – the £25,000 cut to the DGU budget has gone through. There will be no further cuts in the next three years. The underspend (e.g. from the DO East post) has been made available and there may be further underspend available (tbc).

DMcD will check the figures and share the final budget for 2018-19. It is anticipated that DGU can operate as it has for this year, with more impact on 2019-20. DGU will look to expand the revenue model to mitigate this for the longer term. **CY** suggested that a robust business plan be created in line with *Distil*, to respond to the budget cuts.

The DO posts will be vired to DGU as part of the SLA. **AB** will check with HMRC whether there are any VAT implications.

Cultural Strategy – DGU will be included in this.

Area Committees – there is reduced funding for Area Committees. This has had an impact on a number of organisations e.g. A' the Airts, which received significant funding in the past from Area Committee. **DMcD** will be there on 7th May for drop-in session and will meet Yvonne Barber and offer (non-financial) support from DGU.

10. AOCB

RG passed on invitations from Spring Fling for the opening of their exhibition *Place* on 17th April and the Knockengoroch Preview Evening at the CatStrand on 27th April.

SL suggested that trustee recruitment is added to the next board meeting agenda to discuss the process and priorities for recruiting an additional trustee. **KW** suggested that a young person be encouraged to join the board. **RG** to bring skills audit to the next meeting.

11. The **next meeting** will be held at 2pm on Monday 18th June at The Usual Place.
12. There were no **reserved items** to be discussed.