



Minutes of the Board of Trustees

Held at: The Usual Place, Dumfries

On: 4th September 2017 at 3pm

Present: Cathy Agnew (**CA**), (Chair), Matt Baker (**MB**), Janet Brennan (**JB**), Stephen Lacey (**SL**), Davie McMillan (**DMc**), Carolyn Yates (**CY**), Bea Last (**BL**).

In Attendance: David McDonald (**DM**), Rebecca Coggins (**RC**)

1. **CA** welcomed all to the Board meeting. **Apologies** were received from Anne Barclay (**AB**), Karen Ward Boyd (**KWB**), Dave Currie (**DC**) Bea Last (**BL**) Rebecca Giblin (**RG**) and Harry Thomson (**HT**)
2. There were no declarations of interest.
3. **The Minutes from the last meeting** held on 24th July were approved, with a number of points clarified.
4. **Matters arising:**
5. **Chair's Report:** **CA** reported on her activities since the last Board meeting. She has had a number of meetings and telephone conversations with David McDonald and had been involved in the finalising of the Strategic Plan. She had briefly attended one of the drop-in sessions at the Ewart Library and a team meeting. She had met with Harry Thomson and Rebecca Coggins. She had been involved in the planning for the AGM and the finalising of the Annual Report and Accounts. She had taken part in the Youth Arts consultation with Articulate and had attended the preview of the Upland SURGE Exhibition at Patrioathall in Edinburgh, where ten artists from Dumfries and Galloway had been represented in the exhibition.

6. **ADD Report**

The contents of the **DO** reports were noted.

Russell Milligan's proposal to design *Distil* was approved. It was agreed to include individual case studies. 250 printed copies to be delivered on 28/09.

CS Place Partnership event at The Stove on 3rd and 4th October, DGU curating the showcasing of artists work for the Council's Civic Reception at Gracefield Arts Centre on the 3rd. Copies of *Distil* to be distributed.

Copies of *Distil* to be distributed in delegate bags at the Creative Ambitions event on 5th October which forms part of Business Week and DGU has helped organise in its role as Chair of Creative Industries Working Group. Flyers to be inserted into *Distil* at both events to promote DGU's AGM.

Copies of *Distil* to be distributed at DGU's AGM on 9th Oct.

It was agreed to share a draft of the document produced by Articulate Cultural Trust with DGU team and Holywood Trust (KWB). It would then go to RAHWG for comments.

It was agreed to bring ideas on participatory budgeting to the next meeting as part of a scoping exercise for delivering the RAF through a Participatory Budgeting exercise.

RC suggested inviting her DGC colleague Colin Freeman to come and talk to the DGU Board at a future meeting. Colin is responsible for Participatory Budgeting in the Council.

CY felt numbers of members is too small. DMcD asked Trustees to assist with increasing the membership.

DMcD to progress recruitment for Development Officer as soon as possible. It was agreed to bring in *ad hoc* additional support if required.

AGM: SL was congratulated and thanked for all the hard work he had put in on the revision of the constitution. The revision was unanimously agreed by all trustees and SL would present this at the AGM.

The following trustees would be standing down at the AGM: Janet Brennam, Dave Currie and Bea Last. It was agreed to undertake a skills audit in advance of advertising for new trustees once the new constitution had been adopted.

It was noted that the ScotGov consultation on the Cultural Strategy would be taking place at the Stove on 26th September and that DMcD was attending the Cross Parliamentary Group meeting on a Cultural Strategy for Scotland on 5th Sept.

7. Treasurer's Report

Draft Annual Report and Accounts for year ended 31st March 2017 approved with one or two slight amendments to be made to the layout.

Proposal to set up Internet Banking agreed. It was noted that a Budget and Management Accounts for 2017-18 were still needed.

RC/DM to look at setting up a financial payments policy that illustrates the sign-off process.

8. DGC Report

RC provided a verbal report from the Council.

9. AOCB

AGM Constitution Revision

10. The **date of the next meeting** will be decided after the AGM on 9th October 2017.
Later: Wednesday 8th November at 3pm at Woodbank, Dumfries.

11. There were no **reserved items**.