



## Minutes of the Board of Trustees

**Held at:** Gracefield, Dumfries

**On:** 7<sup>th</sup> June 2017 at 1pm

**Present:** Cathy Agnew (**CA**), (Chair), Matt Baker (**MB**), Anne Barclay (**AB**), Janet Brennan (**JB**), Stephen Lacey (**SL**), Davie McMillan (**DMc**), Carolyn Yates (**CY**),

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

1. **CA** welcomed all to the Board meeting. **Apologies** were received from Bea Last (**BL**), Karen Ward Boyd (**KWB**) and Harry Thomson (**HT**)
2. There were no declarations of interest
3. **The Minutes from the last meeting** were approved, with a correction to Laurence Kenny's name (not Kelly, as minuted).
4. **Matters arising:** **CA** noted that Lyndsay Walker's resignation has been accepted and expressed thanks for all her good work for the Board. **CA** will write to Lyndsay. **DM** explained that Lyndsay will continue to work for the Board for one day a week until her replacement is in post; he passed on her thanks and best wishes to the Board trustees.
5. **CA** reported on her activities since the last Board meeting and outlined her plans for the future (**See appendix 1 for Chair's report**)
6. **RC** reported that a new Labour/SNP Council is now in place. The new Chair of Communities is Andy Ferguson (SNP) and the Vice Chair is John Martin (Labour). Adam Wilson is the new events champion. Funding for DGU remains unaltered under the new Council, but **RC** pointed out that we need to make a strong case for it to continue in the coming year. The Board decided that we should make a case for the RAF to be devolved to DGU. **RC's** remit has grown and she finds it difficult to devote as much time as previously to matters directly concerning DGU. The Gracefield survey will be published soon, but it will be a long time before any changes might take place. The VACMA awards are to be run again this year.
7. **DM** discussed his ADD report with the Board, highlighting key areas. **DM** was very pleased to report that there have been 13 expressions of interest so far in the admin and comms commission, although not all may become full applications. **CY** asked that information about commissions and other DGU matters should be communicated to Board members before being published in the public domain.

8. Board members noted the contents of the East and West Development Officers' reports. A decision was taken that these should in future be incorporated into the ADD report and also that the Development Officers do not need to attend Board meetings to talk about their reports.
9. Board members noted the contents of the Administration and Communications report; there were no matters arising.
10. One new membership has been approved recently. It was decided that the admin and comms report should note the number of members each time, to keep Board members up to date.
11. **AB** went through the accounts. **DMc** thanked **AB** for the clear and easy to read accounts. **CA** offered (paid) support for **AB** in the preparation of accounts, should she wish.

12. **AOB:**

The new **small subcommittee** will be named (audit and risk?) and have terms of reference drawn up.

The **AGM** will take place in October, at a date to be confirmed. While **CA** was out of the room the Board members present decided that they wish **CA** to continue as Chair next year and expressed the hope that she will successfully stand for election to the Board before the AGM. SL will write to members not present at the meeting to solicit their views on the future Chair before any announcement is made.

**MB** announced that **Creative Scotland** will hold a two day 'place summit' at the Stove in September and it was decided that our aim will be to launch the Strategic Plan then and there. It was also decided to add in a regular DGU Board agenda item for reporting from the RAH.

The draft **Strategic Plan** was warmly received by Board members and **DM** was congratulated on drawing up an excellent document. Board members made a few suggestions for minor changes, but decided to accept without revision the 4 strategic aims and the vision and mission, so that the Plan can become a working document immediately. It was also decided to draw up a design brief for the printed copy and find a local designer who can provide an attractive package for presentation. **CA** offered to look for a sponsor to offset the costs of design and printing.

13. The **date of the next meeting** was agreed as **Monday 24<sup>th</sup> July at 1pm**, venue to be decided.
14. **RC and DM** left the meeting for the Board to discuss **reserved items**.