



Minutes of the Board of Trustees

Held at: The Usual Place, Dumfries

On: 13th May 2019

Present: Cathy Agnew (**CA**), Anne Barclay (**AB**), Stephen Lacey (**SL**), Davie McMillan (**DM**), Carolyn Yates (**CY**), Karen Ward Boyd (**KWB**), Katharine Wheeler (**KW**)

Apologies: there were no apologies

In attendance: Rebecca Coggins (**RC**), Harry Thomson (**HT**), David McDonald (**DMcD**), Maggie Broadley (**MB**), Maureen Smyth (**MS**)

1. **CA** welcomed all to the meeting. The recent resignation from the board of David Smith was noted, and **CA** noted the board's thanks to him.
2. Declarations of Interest – **There were no declarations of interest.** **CA** noted that there is now a register of members' interests.
3. Minutes from the last meeting: **one change**, to the title of the redundant development officer post.
4. Matters Arising – **There were no matters arising.**
5. Chair's report

For the past 6 weeks, have been working with **SL** and **DMcD** to look at Creative Scotland open fund and at the membership officer commission, as well as meeting with **RC** and **HT**. Noted that **HT** is taking early retirement and wished to formally note DGU's thanks to **HT**

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for his involvement and support. **HT** confirmed that the new head of his department, Harry Hay, will be in post shortly and will arrange to meet DGU in the near future.

6. Arts Development Director Report

DMcD: DGU's Creative Scotland funding application has been submitted. It has gone to the assessing officer, and no further information has been requested at this time. Should hear back from Creative Scotland around 11 July. Part of the budget included securing partnership funding with Holywood Trust and Annandale and Nithsdale Community Benefit Fund, and more progress will be made with that this month. DGU's Creative Scotland bid is strong, and **DMcD** noted he is hopeful of receiving some funding. The Membership Officer commission has been widely advertised. 9 requests for information have been received but no applications as yet. The deadline for applications is Monday 27th May, with interviews on Monday 3rd June. **MS** to do another push on website and social media. Interview panel will consist of **CA**, **SL** and **DMcD**. **MS** will stay in the current Admin and Comms role until the new appointee starts. There are 2 reports outstanding from the 2019/19 GIGI and ICC funding. **MS** will finish these reports. Synopsis of RAF projects included in ADD report. **MB** noted that RAF process was good, and that in future it would be good to give feedback to projects at the time of application about providing evidence of need. **MB** suggested launching the fund earlier in the year. **CA** asked about publicity for RAF awards. **RC** confirmed that the council and DGU will be holding a photo shoot and distributing a press release in early June. **MB** will lead on this. **RC** noted that one applicant had been unable to secure match funding. **DMcD** suggested asking the applicant to submit a revised application/budget for the panel to review. The resubmitted budget should be back within a week. **HT** suggested more info would be needed on what the revised project would look like.

KWB agreed this is an approach that the Holywood Trust and many
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other funders take when anticipated levels of partnership funding is not met.

MB will submit summary report of recent membership survey. With reference to the cultural strategy, **RC** confirmed details as per the ADD report's summary. Views will be gathered from groups across the region that are both directly and indirectly connected with arts in the region. Survey will be delivered to kick start consultation process. Timescale is as soon as possible. Key focus will be on what's holding the cultural sector back. Out of this, the working group can identify barriers and suggest possible solutions/strategy. **HT** confirmed there would be 13 focus groups, including 6 from non-cultural sectors, and that DGU involvement in the communications and engagement stage would be needed. **DMcD** suggested forums could be arranged through Eventbrite, which would be managed by DGU. DGU could also create a website area with cultural strategy with updates and information, and manage a social media campaign to support engagement. **DM** asked how this would impact DGU's resources, and how the process would be managed. **HT** confirmed some additional budget could be available to support the engagement.

DMcD: Re partners' group. The draft terms of reference have been agreed. There was a good session at the last meeting, and there will be an ongoing call out for more members and for an open opportunity for sharing ideas. **CY** noted that the terms of reference were aspirational but lacking in accountabilities, that roles and responsibilities did not appear sufficiently robust, and more information was required on the best way to assess effectiveness of DGU involvement and how effective the pARTners group is. **KWB** agreed that smarter objectives are required. **DMcD** agreed, and will look at deliverables at next pARTners meeting on 30 May. Re ESSAM 2019, **DMcD** noted that it could be an interesting opportunity to scope out what a creative leadership programme might look like.

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MS provided brief summary of social media, website and newsletter stats and recent activity.

7. Treasurer's Report

AB: Update on last financial year.

8. 2018/2019 Budget

DMcD: Update of budget for last year. **KWB** asked about other possible funding bids. **DMcD** will research other funds, and also look at a contingency should the Creative Scotland funding bid be unsuccessful. **DMcD** confirmed the budget has been based on the scenario of not receiving funding. **CY** asked if future ebulletins could promote opportunities such as Third Sector training courses. **MS** to action.

9. DGC Report

HT: There has been restructuring in the council due to significant budget challenges, including commitment to reduce management costs by £650,000. Number of directors has been reduced from 4 to 3; heads of services have been reduced from 16 to 12. Responsibility for Arts and Culture has moved to Neighbourhood Services, in the Communities directorate. Hopefully there should now be a period of stability until next elections in 2022. **RC** noted that the move would hopefully bring arts and culture a closer connection with libraries and archives and museums. **HT** reported on the proposal to move or redevelop Gracefield, 4 potential sites have been identified: these are

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Brooms Rd, the Municipal Chambers, English Street, along with Gracefield. Appraisals will now be conducted. This will be reported on in late September 2019. Re the proposal to close the Midsteeple Box Office: this was a budget decision, but has prompted protests around the value of the venue to town centre vitality. Some work needs to be done to explain the rationale of the decision.

10. Trustee Recruitment

The board is now down one member, with the resignation of David Smith. **CA** confirmed she had someone in mind to approach to join the board. Social media and website callout required to promote trustee recruitment. **MS** to action.

11. AOCB

No AOCB. **HT** noted that on 12 September, D&G council are hosting the Beautiful Scotland awards in Dumfries at Easterbrook. This will include free tours during the day for delegates. He asked if DGU could help source music for the evening. To be discussed again at a later meeting.

12. Date of next meeting

Date of next meeting: Monday 1st July at 1.30pm
{LATER : Monday 22nd July 2019 at 1pm}