



Registered Charity N No: SC029502
Company No: 343670

BOARD MEETING

Minutes of GFW Board Meeting Monday 22 October 2018
Meeting held at 6pm, Glasgow Kelvin College, East End Campus, John Wheatley Building, 2
Haghill Road, Glasgow, G31 3SR

Item	Minutes	Action
1	<p>Present</p> <p>Michael Dick (Chair); David Fernandez; Ronnie Melrose; Rita Warrilow; and Janice Ross (<i>minute taker</i>)</p> <p>In attendance</p> <p>Finlay Allison, Senior Tutor; and Nigel Gatherer, Senior Tutor.</p>	
	<p>Apologies</p> <p>Apologies were received from the following: Frank Reid; Linda Caren; and Marie Therese Allison.</p>	
2	<p>Minutes of the Previous Meeting held on 17 September 2018</p> <p>Members requested item 06 GFW Finance Report to read <i>GFW Finance Report – September</i>. The minute was updated to reflect the change and members accepted the minute as an accurate record of the business conducted on 17 September 2018.</p>	

3	<p>Matters Arising from the Minutes of the Previous Meeting held on 17 September 2018</p> <p>There were no matters arising from the minutes of the previous meeting held on 17 September 2018.</p>	
4	<p>Senior Tutors Update</p> <p>An overview on class numbers was provided to members with no issues highlighted. F Allison informed members that a Tutor Availability calendar had been set up to improve the process for arranging class cover.</p> <p>A discussion took place on the use of mobile devices within the junior classes due to privacy issues. Member agreed to discuss this prior to next session to make a formal decision on the use of mobile devices within lessons.</p> <p>Members requested Senior Tutors to remind classes of the upcoming Jamie Laval Symposium event.</p> <p>Senior Tutors highlighted that due to the upcoming Tutor training session, there would be no break. Members agreed to pay an additional hourly rate to compensate for this.</p>	<p>ALL</p> <p>FA/NG</p>
5	<p>Events Calendar</p> <p>F Allison informed members that both numbers for slow sessions etc. held on Tuesdays and Thursdays remained stable.</p> <p>Big Tartan Ceilidh</p> <p>Members agreed that F Allison would organise the music for the event and tickets were currently on sale at a cost of £20 per ticket.</p> <p>Central Station</p> <p>Members agreed a thank you be issued to Central Station staff for allowing the event to be held.</p> <p>Tutor Christmas Sale</p> <p>Members agreed that this should continue.</p> <p>Christmas Dinner</p> <p>Members agreed the Christmas menu order form be issued to members.</p> <p>Celtic Connections</p> <p>Members agreed that volunteers should be sought asap.</p>	<p>FA</p> <p>MD</p> <p>MTA</p> <p>ALL</p>

6	<p>Finance Report</p> <p>R Melrose provided members with an update on the GFW Finances. He informed members that a new laptop had been purchased for the GFW Administrator at a discounted cost of £350.</p> <p>Board Members thanked R Melrose for his monthly report.</p>	
7	<p>Membership Numbers</p> <p>The Board discussed current membership numbers and agreed that GFW members should be encouraged to sign up for Term 3 in order to secure a place and to give the Board an indication of remaining enrolments available. Members agreed that a list of actions be formalised in early December.</p> <p>Members noted that GFW membership cards had been received and required to be issued to members.</p>	<p>ALL</p> <p>ALL</p>
8	<p>AOCB</p> <p>Members acknowledged a communication from a member regarding inclusion at the Central Station event and noted the recommendations provided. Members also complimented the Central Station video that was created covering the event.</p> <p>A note of thanks was issued to the Board from Scot's Speak presenter for their continuing support.</p> <p>Members discussed further strategies for improving GFW visibility at various festivals and collaboration with other traditional music groups.</p> <p>Members noted the receipt of a tutor recruitment query and agreed to carry this forward to the next meeting.</p> <p>The Board took the opportunity to express thanks to the GFW Chair.</p>	<p>DHD</p>
10	<p>Date of Next Meeting</p> <p>Monday 26 November</p>	