



Registered Charity N No: SC029502
Company No: 343670

BOARD MEETING

Minutes of GFW Board Meeting Monday 26 November 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 Michael Dick (Chair); Rita Warrilow; Marie – Therese Allison; John Hill; and Dave Fernandez.</p> <p>In attendance Finlay Allison, Senior Tutor; Nigel Gatherer, Senior Tutor; and Donald Higgins – Durnan (<i>for recording purposes</i>)</p>	
	<p>Apologies There were no apologies received for the meeting.</p>	
2	<p>Minutes of the Previous Meeting held on 22 October 2018 Members accepted the minute as an accurate record of the business conducted at the meeting held on 22 October 2018.</p>	
3	<p>Matters Arising from the Minutes of the Previous Meeting held on 22 October 2018 There were no matters arising from the minutes of the previous meeting held on 22 October 2018.</p>	
4	<p>Senior Tutors Update</p>	

	<p>N Gatherer and F Allison provided the Committee with feedback from the recent Tutor training session advising of the format used and the meaningful discussions that were held.</p> <p>Discussion followed and it was suggested that the questionnaire used as part of the training session be issued to members to gauge membership viewpoints.</p> <p>F Allison highlighted minor issues with Tutors arranging absence cover independently, rather than liaising with the relevant Senior Tutor. Members discussed the importance of continuity and the impact on members. F Allison advised that this had been addressed with Tutors and the implementation of the Tutor register being held at the administration desk on class night had seen improvements made.</p>	MTA/DHD
5	<p>Events Calendar Big Tartan Ceilidh</p> <p>R Warrilow provided the Committee with feedback from the event and confirmed that the event was successful. Members discussed the pricing structure and merging the event with the Family Ceilidh. Members agreed to review and discuss further in session 2019-20.</p>	
6	<p>Finance Report</p> <p>R Melrose drew members attention to the info graphs contained in the report and advised that the figures continued to follow the same trend as in previous years.</p> <p>The Committee discussed the slight reduction in membership numbers on previous years and agreed to continue to monitor enrolment numbers for the remainder of the year.</p> <p>R Melrose highlighted that some membership fees remained outstanding and it was agreed that M Dick and D Higgins – Durnan would arrange to review the registers and follow up as appropriate.</p>	MD/DHD
7	<p>AOCB Jamie Laval Feedback</p> <p>The Committee discussed the feedback received from the event and agreed that the event was successful. Members discussed future pricing structures and the timing being so close to the GFW Big Tartan</p>	

	<p>Ceilidh and its impact.</p> <p>GFW Membership Numbers The Committee discussed various strategies for junior membership recruitment such as a Facebook campaign and contact with PTA's. MT Allison agreed to take this item forward.</p> <p>M Dick also requested that media outlets such as Celtic Music Radio and local newspapers be used to advertise junior classes.</p> <p>Work Experience F Allison advised the Committee of a recent communication received from a music teacher (fiddle and ukulele) looking for teaching experience outside a school environment. It was hoped that if suitable the GFW would be able to accommodate the request.</p> <p>Tutor Merchandise Members agreed that stalls be available week commencing 26 November 2018 to allow members to purchase tutor merchandise. The Committee requested a communication be sent to tutors to provide merchandise and also to the membership.</p> <p>Announcements / Tutor Gigs Members of the Committee discussed general announcements and tutor gigs being published on the website. R Melrose informed the Committee that the website contained this design feature and had the capability to publish relevant announcements going forward.</p> <p>The Chair added that it would be beneficial to have an events calendar on the notice board which members could easily refer too, in addition to items being published on the website.</p> <p>GFW Badges / T-Shirts The Committee discussed arrangements for the sale of the GFW badges and tshirts. R Melrose highlighted the requirement that the sale of the merchandise should be kept separate from the administration desk and a Committee member be present to handle sales.</p>	<p>MTA</p> <p>DHD</p> <p>MD/DHD</p> <p>All</p>
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	<p>50/50 Sales The Committee discussed the proceeds raised from the sale of 50/50 envelopes and agreed that a local homeless charity be selected to receive the monies collected.</p> <p>Sustainability Meeting M Dick informed the Committee that he and R Warrilow had met with the College Sustainability Officer to discuss the use of plastic cups and recycling. He advised that a positive discussion was held and the Sustainability Officer would come back with possible options for the Committee to consider.</p>	
8	<p>Date of Next Meeting Monday 28 January 2019</p>	