



Registered Charity N No: SC029502

Company No: 343670

BOARD MEETING

**Minutes of GFW Board Meeting Monday 19 August 2019**

**Meeting held at 6pm, Glasgow Kelvin College, East End Campus, John Wheatley Building, 2  
Haghill Road, Glasgow, G31 3SR**

<b>Item</b>	<b>Minutes</b>	<b>Action</b>
<b>1</b>	<p><b>Present</b></p> <p>Rita Warrilow (Chair); Jim Purvis; John Hill; Marie Therese Allison; and Dave Fernandez.</p> <p><b>In attendance</b></p> <p>Finlay Allison, Senior Tutor; Nigel Gatherer Senior Tutor; and Donald Higgins – Durnan, (<i>for recording purposes</i>)</p> <p><b>Apologies</b></p> <p>Ronnie Melrose; and Janice Ross.</p>	
<b>3</b>	<p><b>Matters Arising from the Minutes of the Previous Meeting held on 10 June 2019</b></p> <p>Members discussed minor amendment to the GFW Annual</p>	

Report 2018-19. It was agreed that MT Allison would liaise with Michael Dick and circulate to members for comment before publishing.

**MTA**

**4 Committee Appointments**

Members briefly discussed Board appointments for session 2019-20. It was agreed to carry this item forward to the next meeting when more members were present. In the interim, MT Allison agreed to act as Chair

**5 Senior Tutor Update**

N Gatherer provided members with an update on Monday evening tutors confirmed to be returning for session 2019-20. He added that there were minor issues with room utilisation and informed members that he would liaise further with F Allison.

**NG/FA**

F Allison updated members with tutor arrangements for Wednesday evening classes for the upcoming sessions. Discussion followed regarding the capping of class sizes and it was noted that this may be required in the future due to restrictions in the accommodation available.

A discussion followed in relation to instrument hire and who would cover this going forward in the absence of M Dick. Members noted the requirement for an inventory exercise to be conducted. F Allison agreed to liaise with Bob Dougan to provide any necessary repairs. J Hill agreed to assist with the inventory exercise and MT Allison agreed to provide cover on a Wednesday evening.

**FA**

**JH/MTA**

**6 Events Calendar**

Members discussed the creation of an events calendar template to be used annually and updated throughout the session. MT Allison agreed to prepare a draft for the next meeting for members to review and approve.

**MTA**

R Warrilow agreed to begin preparations for the Central Station Event.

**RW**

<b>7</b>	<b>Finance Report</b> Members noted the content of the report for information.	
<b>8</b>	<b>Term Dates 2019-20</b> Members reviewed the draft term dates and discussed the potential impact of public holidays. Members agreed to deliver classes on the early Monday public holiday in May. Members approved the term dates for session 2019-20. D Fernandez agreed to publish the term dates on the website.	<b>DF</b>
	<b>Email Correspondence</b>	
<b>9a</b>	<b>Re-usable Cups</b> Members discussed the feedback from the AGM and the use of reusable cups and requested D Fernandez to publish this on the website. In addition, due to the various sizes of reusable cups, it was recognised that this would lead to an increased usage in tea and coffee supplies. The majority of members agreed an increase to the cost of tea, coffee and biscuits to one pound.	<b>DF</b>
<b>9b</b>	<b>Scottish Fiddle Orchestra – Glasgow Concert</b> Members agreed to publish details of the event to the website.	<b>DF</b>
<b>9c</b>	<b>Job Opportunity – Gaelic Speakers</b> Members agreed to place a copy of the poster on the general noticeboard for members attention.	<b>DHD</b>
<b>9d</b>	<b>Glasgow University – Team Building Event</b> F Allison agreed to contact Glasgow University for further information and confirm if GFW had the capacity to host an event.	<b>FA</b>
<b>9e</b>	<b>Glasgow Kelvin College – ESOL Students Burns Supper</b> Members requested the email be forwarded to John Carmichael to gauge availability.	<b>DHD</b>
<b>9f</b>	<b>Scots Fiddle Festival 2019 – Youth Engagement Project for Fiddlers aged 12 – 18</b> Members agreed to publish details of the event to the website.	<b>DF</b>
<b>10</b>	<b>AOCB</b>	

D Higgins – Durnan informed members of notes of interest in a song class. Members were in favour of providing a class. The Senior Tutors advised members of the restrictions in class room space. Members requested the Senior Tutors to review the room usage in term one with the plan to deliver a song class in term two.

**NG/FA**

**11**

**Date of Next Meeting**

**Monday 16 September 2019 at 6.15pm**