



Registered Charity N No: SC029502

Company No: 343670

### **BOARD MEETING**

## **Minutes of GFW Board Meeting Tuesday 24 November 2020**

**Meeting held at 6.15pm using Zoom Meeting App**

<b>Item</b>	<b>Minute</b>	<b>Action</b>
<b>1</b>	<b>Present</b> MT Allison (Chair); J Purvis (Vice Chair); R Melrose; H Merriman; K Lane; J Retson; R Warrilow; T Robertson and S Brady.  <b>In attendance</b> F Allison (Senior Tutor).  MTA welcomed members to the meeting and thanked them for their attendance.  D Higgins – Durnan joined the meeting at 6.25pm.  <b>Apologies</b> There were no apologies received in advance of the meeting.	
<b>2</b>	<b>Minutes of the Previous Meeting held on 27 October 2020</b>	
<b>3</b>	<b>Matters Arising from the Minutes of the Previous Meeting held on 27 October 2020</b>  Members carried items two and three forward to the next meeting.	<b>DHD</b>
<b>4</b>	<b>Senior Tutor Update</b>  F Allison reported that work on the junior recruitment project was ongoing and a	

MTA/DHD

November 2020

report would be given to the Board prior to classes resuming in term three.

**FA**

**i. Class Observation Request**

F Allison informed members that a request for an RCS student had been received by a tutor to observe a class online. F Allison advised that he would liaise with the tutor for further information. Members discussed the request with a preference that such requests from students to observe a class should be made formally.

**FA**

A question arose regarding the Fiddle Technique class being offered again by GFW. F Allison responded to say the tutor had been invited back but chose to continue classes independently. Following discussion, it was agreed that F Allison should approach the tutor prior to term 3 to confirm if he intended to return to GFW or not, allowing suitable time for alternative arrangements to be made if required.

**FA**

**5 GFW**

**Finance Update**

R Melrose reported that membership numbers for term two were greater than term one for the first time in his history with GFW. He reported that finances continued to be positive and on a similar trend as the previous year. He concluded his report that class sizes were continuing to be matched with the sufficient number of tutors.

Members thanked R Melrose in his role as GFW Treasurer.

**Draft Term Dates T3 and T4**

Members discussed the term dates in detail and approved the dates for term three.

It was agreed that further discussion was required around the proposed term four dates with proposals to offer Tuesday classes to cover classes lost on Mondays with public holidays and staggered finish times across classes. Members agreed to review further and requested term four dates be added as an agenda item in March 2021.

**DHD**

**Juniors**

Members discussed juniors under item 04 – Senior Tutor Update

**Zoom Review**

R Melrose provided members with an update on how zoom was operating for

delivering classes. He highlighted that some members are able to go straight to their allocated class, whilst others require to be assigned. He continued to report that this may be due to the version of zoom that members are using.

The Chair added that feedback received is that Zoom is working relatively well for members to undertake their class.

## **6 Events**

### **Celtic Connections**

Members discussed plans for Celtic Connections in considerable detail with the Chair and R Melrose confirming that conversations with organisers had taken place about online events.

Members proposed a variety of sessions that could be held over the festival dates and the value in publicity, working with Celtic Connections and other artists. Members agreed that a Board meeting be held in December with a focus on arrangements for Celtic Connections.

**DHD**

### **GFW (December and January)**

The Chair advised that P Strain (tutor) had offered to host a Christmas Quiz for members and further details would be confirmed in due course. Members discussed the possibility of hosting events for Hogmanay, Burns and a juniors event. The Chair requested members forward suggestions to herself or R Melrose.

**ALL**

### **Publicity (including T3)**

Members acknowledged the publicity gained from being featured in the Celtic Connections programme was beneficial in that enrolment numbers swelled in term 3 annually.

The Chair informed members that the GFW website required attention and requested members to review the content for accuracy or required updating. J Retson agreed to oversee the review of website content.

**ALL  
JR**

## **7 AOCB**

R Melrose informed members that he had spoken with the GFW Accountant and advised that due to Covid restrictions, information for GFW accounts would be provided in electronic format. He reported that the deadline for submitting accounts under OSCR requirements was February 2021.

**RM**

The Chair raised fundraising undertaken by GFW around the Christmas period and requested members to consider ideas and forward to herself or GFW

**ALL**

admin.

MT Allison advised that she would draft a festive update for members and circulate to members for comment prior to issuing.

**MTA**

- 8 Date of Next Meeting**  
**Tuesday 15 December 2020**

## GFW Board Meeting – Member Actions

Meeting Date: Tuesday 24 November 2020

Agenda Item	Action Description	Person Responsible	Update
02	October Board Minutes added to December agenda for approval	DHD	Completed
04i	Class observation request – liaise with tutor for further information and feedback to the Board	FA	
04	Fiddle Technique Class – confirm if tutor returning T3 or if alternative arrangements required	FA	
05ii	Draft T4 dates added to March Board agenda	DHD	For noting
06i	Arrange December Board Meeting – focus on Celtic Connections	DHD	Completed
06ii	Members to consider GFW events for December and January and contact MTA or RM	ALL	
06iii	Undertake a review of website content	JR/ALL	
07	Financial information provided to Accountant – February 2021	RM	For noting
07	Members to consider if GFW will undertake fundraising for a charity	ALL	
07`	The Chair to draft festive update to members	MTA	
<b>Actions from Tuesday 27 October 2020:</b>			
04	Report on Junior Recruitment Exercise	FA	In progress
07	CeilidhFest added to the agenda June 2021 meeting	DHD	For noting

MTA/DHD

November 2020