



Registered Charity No: SC029502
Company No: 343670

Minutes of GFW Board Meeting Monday 12th January 2015

Meeting held at 6.00P.M. Islay Inn, Glasgow

Present: Virginia Anderson (Chair) Fenella Rennie
Ronnie Melrose Christine Clark
Mike Turner Doreen Semple
Craig Macdonald (Coordinator) Cliff Uney (Secretary)

Apologies: None

1. Minutes of Previous meeting. – Virginia opened the meeting stating that we would concentrate on the Key Issues of Finance, Succession planning and Membership recruitment. Minutes were approved and Matters arising would be covered at end of meeting.
2. Senior Tutor Report. – There was no Senior Tutor Report submitted. We needed an annual plan from senior tutors of Training and Events. All events must be fully costed 3 months in advance of event, to enable financial planning. Craig had drafted an outline plan for last meeting and he would forward to senior tutors to review and add cost estimates against planned events. Regular slow session and prepare for the pub should be accounted for and built into budgets. Craig to draft control sheet.
3. Financial Outlook. – Ronnie summarized the financial position to date. He estimated that we had a trading gap of around £4K over the last 6 months. The balance remained healthy, partially due to monies still due for accommodation. It is expected, that new membership, post Celtic Connections, will deliver the usual uplift in terms 3&4 to finish the year at break- even.
4. Fund Raising – Creative Scotland funding was for stand-alone, project funding, and we could not anticipate any change to this. We should endeavor to make a small margin on Events such as Christmas Dinner, Burns Night, and Ceilidh.
5. Marketing. The Flyers would be with Roy by Thursday 15th at Celtic Connections. We would distribute some flyers around e.g. Community centres, Schools, supermarket notice boards, session pubs, and folk clubs. On line, we need to increase our links with 'like' organisations, from webpage and social media. Doreen would collate opportunity areas and events and all should email ideas to her.
6. Tutor Rates were discussed. Virginia had contacted the Musician Union for standard rates and would follow up with senior tutors. The cost of increasing our rate may have to be covered by a small, £2 per term fees increase. The detail would need to be discussed and might be implemented at Start of term in August 2015.

7. Class numbers were discussed, and there was a need to have a more regular system of reporting this. Virginia was certain that we could access a breakdown of these figures from the database. Virginia to email Karen to check. In the meantime Mike would assemble data manually from registers at Dennistoun, next week.
8. The survey of members regarding the Dennistoun site was ready and Craig would send out Survey Monkey link to all members. There would be a split for Monday/ Wednesday/Juniors.
9. Board Recruitment Cliff had reiterated the point in trying to appoint class reps. In doing so; it may assist in identifying those who may wish to get further involved at GFW. Those helping at C.C. might also be interested in become more involved. It was agreed that another 2 members to the Board would be helpful. Craig would draft a notice for the notice board. Virginia would be stepping down at end of April latest and a successor would have to be found before then.

10. **AOCB**

The Dennistoun Contract has not been finalised. Virginia will contact Christine Stronach by phone to chase.

Interviews for the post of Administrator were held earlier in the day, and a recommendation to appoint Caroline Watson was passed by the board. Craig would confirm to Caroline, and post a note on Facebook and the Webpage. Caroline's induction and training would take place on Wednesday.

The Junior Ukulele class to be run by Agnes, was given the go ahead and Doreen would liaise with Dan to have in place for start of term.

Date of next meeting Monday 9th February at 6pm at Dennistoun Campus.

Board Meeting Minutes 12.01.15