

Minute of a Meeting of Shetland Arts Development Agency Board of Trustees, held at 6.00pm on Monday 10th September 2012 at Mareel

Present:

Jim Johnston (JJohn), Trustee/Chair, Shetland Arts (Chair)
 Robina Barton (RB), Trustee, Shetland Arts
 Mark Burgess (MB), Trustee, Shetland Arts (from 6.25pm)
 Danus Skene (DS), Vice Chair/Trustee, Shetland Arts
 James Sinclair (JS), Trustee, Shetland Arts
 Irvine Tait (IT) Trustee, Shetland Arts

In Attendance:

Gwilym Gibbons (GG), Director, Shetland Arts
 Sheila Duncan (SD), Head of Finance and Admin, Shetland Arts
 Louise Morris, Administration Assistant Shetland Arts (minutes)
 Paul Hetherington, A9 Partnership Limited

Apologies:

John Dally (JDal), Trustee, Shetland Arts
 Joyce Davies (JDav), Trustee, Shetland Arts
 John Goodlad (JG), Trustee, Shetland Arts
 Leslie Lowes, (LL), Trustee, Shetland Arts
 Silke Reeploeg (SR), Trustee, Shetland Arts

Item	Topic	Action
1	Welcome, Apologies & Declaration of Interest	
1a	The Chair welcomed everyone to the meeting and noted that until Mr Burgess arrived the meeting would not be quorate. It was agreed to begin the meeting, but no decisions would be taken until Mr Burgess arrived.	
1b	Apologies were received from Mr Dally, Mrs Davies, Mr Goodlad, Mr Lowes, and Ms Reeploeg. The Chair asked Mr Gibbons to compile a report of Trustee attendance at meetings for the year.	GG
1c	No declarations of interest were noted at the start of the meeting.	
2	Minutes of last meeting	
2a	Approval of Board Minutes for accuracy: 9 June 2012 Item 1.1 should be changed from Mr Irvine to Mr Tait. Subject to this change the minutes were approved as a correct record.	Admin
2b	Matters Arising not on agenda 3c - Conflict of Interest Policy: Mr Johnston asked for Conflict of Interest Policy to be raised as an agenda item for the next	Agenda

3b	Director's Travel Update The Board noted Mr Gibbons' report on upcoming travel.	
4	Large Scale Project Updates	
4a	Mareel Opening Events This item was deferred to the next Board meeting.	Agenda
4b	Hansel of Film This item was deferred to the next Board meeting.	Agenda
5	Any Other Business as agreed by the Chair at the start of the meeting	
5a	Mr Gibbons noted that he has resigned as a Board member of Creative Scotland. Original appointments to the Board had been made on a 2 and 4 year term. His appointment had been made on a 4-year term and has served 2 years of that. Mr Gibbons noted that he was spending more time outside of the meetings due to conflict of interest regarding Creative Scotland's funding of Mareel. Recruitment is currently taking place to replace the 2-year term Board members, and he felt that it was the appropriate time to resign from the Board.	
5b	Mr Gibbons noted that around three years ago he brought to the Board's attention that the Scalloway Waterfront Trust's approach regarding transferring ownership of The Booth to Shetland Arts. At that time the Board agreed for the transfer to proceed. Mr Gibbons informed the Board that the transfer was nearing completion. There had been legal delays due to a discrepancy over the deeds and the disabled access owned by the SIC. There will be little ongoing revenue costs as The Booth is managed by WASPS who lease out the building as an artist studio space. The only costs will involve a small amount for insurance.	
6	Dates of future meetings	
6a	Thursday 18 October, 6pm @ Bonhoga Sunday 8 th December, 10am @ Mareel	
	The meeting closed at 8.00pm	

Jim Johnston
Chair, Shetland Arts Development Agency