

## STÒRLANN BOARD OF DIRECTORS 2018

### MINUTE OF MEETING OF BOARD OF DIRECTORS

**10.30am, Thursday 22<sup>nd</sup> March 2018**  
**STUC Building, Woodlands Rd, Glasgow**

#### Present

Robert Dalzell (RD) – North Lanarkshire Council (Chair)  
Norma Martin (NM) – City of Edinburgh Council  
Norma Young (NY) – Highland Council (tele-conference)  
Catriona Garvin (CG) – Argyll and Bute Council

Donald W Morrison (DWM) – Stòrlann  
DJ MacRitchie (DJM) – Stòrlann (Note of Minute)  
Neil Smith (NS) - Stòrlann (tele-conference)

#### In Attendance

Douglas Ansdell (DA) – Scottish Government

#### Apologies

Gillian Campbell-Thow (GCT) – Glasgow City Council (Vice-chair)  
Angus MacIannan (AM) – Comhairle nan Eilean Siar  
Mona Wilson (MW) – Bòrd na Gàidhlig

ITEM		ACTION
1	<b>OPENING ITEMS</b>	
1a	<b>Welcome</b> The Chairperson welcomed all present.	
1b	<b>Present and Apologies</b> As above.	
1c	<b>Declarations of Interest</b> No notes of interest were presented.	
2	<b>MINUTES</b>	
2a	<b>Minutes of Board Meeting 15/11/17</b> Minutes of the meeting held on 15 <sup>th</sup> November 2017 in Pond Hotel, Glasgow had been circulated and were approved as a true record of the meeting. Proposed by NM and seconded by NY.	

2b	<p><b>Matters arising from minute:</b></p> <p>There were no matters arising.</p>	
3	<b>FINANCE BUSINESS</b>	
3a	<p><b>Stòrlann Management Accounts: 2016-17</b></p> <p>John Moffat (JM), Mann Judd Gordon, joined the meeting by tele-conference at 1100. Relevant documents prepared by Mann Judd Gordon had been circulated to the Board. JM provided members with a verbal update on the accounts, with some additional relevant information from the CE. There were no issues arising and the Board approved the accounts. JM left meeting at 1130.</p>	
3b	<p><b>The Scottish Government Funding 2018-19</b></p> <p>The CE informed the Board that Stòrlann had discussions with Scottish Government and a grant letter of offer would be following. The grant offer would be at standstill funding of £530k. The Board expressed their gratitude of the continued Scottish Government support but also raised some concerns regarding standstill funding. The Board requested that a letter of thanks be sent to the Scottish Government, for their continued support. The letter should also include the point that the agency is still on standstill funding. The Board requested that an opportunity for the Chair and CE to meet government officials should be arranged, as a follow up to the letter for the discussion of annual grant funding.</p>	CE
3c	<p><b>Bòrd na Gàidhlig Funding 2018-19</b></p> <p>The CE informed the Board that he had recently provided BnaG SMT with a presentation on Stòrlann and its work. During this meeting BnaG alluded, that due to an intention to align funding targets with the new Gaelic Language Plan, that Stòrlann's grant funding may be for six months. Members expressed their concerns on this, as it would cause the agency, financial planning issues, particularly in relation to organising Alltan 2018. The Board Chair and CE would arrange an opportunity to meet Bòrd na Gàidhlig to discuss grant funding once the letter of offer arrives.</p>	CE
3d	<p><b>Travel and Accommodation Costs</b></p> <p>The CE updated members on the breakdown of costs that had been circulated. Members approved the report .</p>	
3e	<p><b>Auditor's Letter – 1st April 2016 – 31 March 2017</b></p> <p>The CE tabled copies, confirming receipt of the auditors letter, which had been discussed at a previous Board meeting. The auditors recommendations have been dealt with. Members approved auditor's letter.</p>	
4	<b>CORPORATE AFFAIRS AND STAFFING</b>	
4a	<p><b>Mem and Arts Review</b></p> <p>The CE updated the Board regarding the review, informing that the documents were now approved. Documents would now be uploaded to OSCR website.</p>	CE

4b	<b>Health and Safety</b>  The Board noted the report and fire action plan submitted by the CE.	
4c	<b>Risk Register</b>  The current Risk Register had been circulated to members. Members discussed the point regarding, the register of language and the need for resources to be at the appropriate level. Board members approved the report.	
4d	<b>Proposed Pay Increase</b>  Members discussed the proposal put forward by the CE. The CE explained the corporate running cost split between CE and the Office Manager and that all other staff salaries are inclusive of project costs. The Board approved the minute for the submitted proposal. The Board also wished to convey their appreciation to the good work being produced by the Stòrlann staff.	CE
5	<b>PROJECTS AND CONTRACTS</b>	
5a	<b>Resources Schedule 2017-18</b>  The CE provided an update on the schedule which had been circulated to members. Mention was made of some resources which had recently been distributed and members agreed that the online shop was a positive development. The CE mentioned that there is a working group to review translation for correct age and language levelled appropriate resources.	
5b	<b>An t-Alltan</b>  NS updated members of the current situation in organising the event. The CE informed members that he had met with the MacDonald Hotels conference team. As part of feedback received last year and also another event being requested in the Osprey function room, the Early years conference workshops would take place in another hotel on the campus. Also, due to poor quality of service last year, the Skye room has been booked for the pre-conference dinner as well as the AGM and Board meeting. Bòrd na Gàidhlig have informed the CE that they agree funding of £15k for the Early years part of the conference	
5c	<b>Bòrd na Gàidhlig Additional Projects Update</b>  The CE explained each of the funded job descriptions of both the Go!Gaelic@Home and Translator posts which received the BnaG funding. Members agreed that the Go!Gaelic@Home post would be a good post to bridge the Croileagan's and primary GME. The Board approved the minute.	
5d	<b>GLAIF 2018-19 Additional Funding</b>  The CE updated members on the 17/18 GLAIF Lasadh project, and that this will be reviewed and there may be opportunities of working with other local authorities on a similar type of project. The CE informed members that Highland council have raised the possibility of an ASN GLAIF project collaboration.	CE

6	<b>AOCB</b>	
6	The CE distributed details of GDPR information which comes into effect on 25 <sup>th</sup> May 2018.	
7	<b>DATE OF NEXT MEETING</b>	
	<p>The Chairperson thanked all in attendance.</p> <p>The meeting closed at 1300.</p> <p>The Board meeting schedule:          Thurs 24<sup>th</sup> May/18 - Glasgow,          Thurs 29<sup>th</sup> August/18 – Stornoway,          Thurs 27<sup>th</sup> Sept/18 - Aviemore</p>	