

STÒRLANN BOARD 2022

MINUTE OF MEETING OF BOARD OF DIRECTORS

1:00pm, Wednesday 25th May 2022

Caberfeidh Hotel, Stornoway, Isle of Lewis

Present

Gillian Campbell-Thow (GCT) – Glasgow City Council (Chair)
Bethan Owen (BO) – City of Edinburgh (Vice Chair)
Jackie Cathill (JC) – North Lanarkshire Council
Lena Walker (LW) – Highland Council (joined at 1403)
Evelyn Coull MacLeod (ECM) – Comhairle nan Eilean Siar

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

In Attendance

Anne Morrison (AM) – Bord na Gàidhlig
Douglas Ansdell (DA) – Scottish Government

Apologies

Jim Whannel (JW) – Bord na Gàidhlig
John Moffat (JM) – Mann Judd Gordon and Co

ITEM		ACTION
Closed Session	Storlann Directors and SMT met.	CE/Chairperson
1	OPENING ITEMS	
1a	<p>Welcome The Chairperson welcomed all present. The Chairperson informed members of JC impending retirement from North Lanarkshire council. The Chairperson, Directors and Storlann staff thanks her for all her work and support.</p>	
1b	<p>Present and Apologies As above.</p>	
1c	<p>Declarations of Interest No notes of interest were presented.</p>	

2	MINUTES	
2a	<p>Minutes of Board Meeting Minutes of the online meeting held on 24th February 2022 had been circulated. JW noted an amendment at Item 3e. Following the amendment, the minutes were approved as a true record of the meeting. Proposed by JC and seconded by LW.</p>	
2b	<p>Matters arising from minute: No matters arising.</p>	
3	FINANCE BUSINESS	
3a	<p>Storlann Management Report – 1st January 2022 – 31st March 2022 Due to not being able to be present Mann Judd’s JM provided members with a written update which DWM read from. JM highlighted to members;</p> <ol style="list-style-type: none"> 1. Cash, <i>increased cash balances bring with it added scrutiny from funders, but covid has meant that there have been exceptional savings as a result of things not being able to be operated as planned and there are other delayed costs and expenditures which meant that the timing of expenditure is later than expected, all giving an often false impression of a surplus</i> 2. Profit and loss, <i>on the Auditors remuneration, year to date looks correct, but clearly we reversed our accrual in the wrong quarter, giving a negative cost for Q4 and too high a charge for Q3.</i> 3. Balance sheet, <i>It is important that the Board and management are focused on the reasons for the increases and the use that these funds will be put to. With a staff of 16, the organisation needs to hold reserves. It needs to have cash to pay wages costs of in excess of £50,000 per month in the event that there is a delay in receipt of funding from the main funders. So, it needs to have working capital in the region of £100,000. In addition, it needs to maintain a reserve should government policy alter in such a way that makes the organisation and its operations redundant. It needs to maintain a reserve with which to pay its obligations to its staff should a redundancy situation arise. It also needs to be able to meet its lease obligations on the CnES lease in such a situation. These and other reasons mean that the organisation must maintain a reasonable level of reserves in its balance sheet</i> 	
3b	<p>2020-21 Accounts Letter to Management DWM will forward letters to the Chairperson for signage which will be returned to JM at Mann Judd Gordon & Co. Members approved the item.</p>	
3c	<p>The Scottish Government Funding, 2022-2023 DA reported that there was nothing major to inform members off. There had been some staff changes in the department.</p>	
3d	<p>Bòrd na Gàidhlig Funding, 2021-2022 DWM informed members that the quarterly report had been submitted and all targets had been met. AM noted that a meeting date was to be arranged between Storlann and Bòrd na Gàidhlig in relation to funding.</p>	

<p>3e</p> <p>3f</p>	<p>Bòrd na Gàidhlig Funding 2022-23 DWM highlighted to members the proposed funding cut of 7% (£14,741) to GME resources and 33% (£5000) to the support for the development of new terminology by An Seotal, by Bord na Gaidhlig present difficulties. The reduction will have a significant and detrimental impact on the production of GM resources and the development of terminology for use in secondary subjects taught through Gaelic which is central to GME expansion aims. Members noted the immediate need for a meeting with Bord na Gaidhlig.</p> <p>Accommodation and Travel Expenditure The CE notified the board that there had been no accommodation or travel expenditure.</p>	<p>CE/Chair</p> <p>CE</p>
<p>4</p>	<p>CORPORATE AFFAIRS AND STAFFING</p>	
<p>4a</p> <p>4b</p> <p>4c</p> <p>4d</p> <p>4e</p>	<p>Staffing / Tosgan arrangements The Homeworking policy for office staff arrangements will be reviewed with the Office Manager and Peninsula leading on a staff consultation on the options of how and where staff will continue to base themselves. All staff will be consulted during this policy review.</p> <p>Health and Safety Report and Policy The full evacuation fire drill took place Thursday 19th May 2022. Members wanted to note their continued support for staff wellbeing and mental health. DWM noted that staff and their relatives will have access to the Employee Assistance Programme (EAP) through Peninsula. The report was approved.</p> <p>Risk Register DWM highlighted to members the risk items marked red from the Risk Register which had been circulated. The proposed reduction in funding from Bòrd na Gàidhlig and the operational and reputational risks to the agency as a delivery agent for aspects of the National Plan for Gaelic. It was also noted the recent face to face meetings with Gaelic learner teachers at the Nicolson Institute in Stornoway and that today's meeting of staff and Board coming together for the first time since the lockdown in March 2020. Members approved the report.</p> <p>Training and Partnerships Officer DWM updated members that no applications had been received and members discussed the various options of securing an applicant through;</p> <ul style="list-style-type: none"> • advert timing • the option to job share the role • circulating the advert with the Gaelic Development officer forum • possibilities of collaborating with Sabhal Mor Ostaig • creation of online video tutorial with CNES MMU • possibility of readvertising post in August 2022 <p>Draft Minute of Staff Meeting 1st March 2022 DWM updated members on the meeting and highlighted:</p> <ul style="list-style-type: none"> • Mental health reminders • Covid housekeeping • Resource program • Communication and the need to source a new press release writer. <p>Members noted the report.</p>	<p>Office Manager</p> <p>CE</p>

5	PROJECTS AND CONTRACTS	
5a	<p>Resources Schedule 2021 – 22 DWM updated members from the resources schedule and program notes which had been circulated. It was highlighted that print prices continue to increase, and printers are unable to keep print quotes for lengthy durations due to the current global position and rising inflation. Members noted the report content and presentation.</p>	
5b	<p>Alltan Online DWM updated members that there was a possibility of some small face to face meetings and the discussion regarding the organising of these sessions.</p> <p>Online Stats NS updated members on the statistics from online resources and social media. Stòrlann continues to show a high volume of engagements within the context of Gaelic organisations.</p>	
5c	<p>Media and News Releases DWM informed members of a possible formal <i>Gaelic in Scotland</i> resource launch.</p>	
6	AOCB	
	No business	
7	DATE OF NEXT MEETING: 1st September 2022 at 1330	
	<p>The date of the next meeting is provisionally 1st September 2022 at 1330 in Inverness.</p> <p>The Chairperson thanked all for their attendance. Special thanks was given from both the Stòrlann board and staff to Jackie Cahill for her contribution, to Stòrlann during her time, as a Director.</p> <p>The meeting was closed at 1430.</p>	