

Meeting of the Board of An Lanntair Limited

SUMMARY NOTE

Date of Meeting: 5.30pm – Thursday 29th November 2018

In attendance:

David Green Chairperson
Lynne Maciver Vice Chairperson
Sam Deane Director
Uisdean Macleod Director
Catharine Peacock Director
Agnes Rennie Director
Iain Macleod Director
Alan Morrison Observer from Creative Scotland
Elly Fletcher CEO

Key items covered in the meeting

The key items covered in the meeting were:

1. The Creative Programme, including:
 - a. An Lanntair's extensive lolaire programme, including the Centenary Sculpture at Holm, the lolaire music commissions in partnership with 14-18 NOW, the launch of Acair's new lolaire publication by Malcolm Macdonald, the Gaelic play written by Donald Smith, and the wide reaching education programme.
 - b. The Las! Ignite! Festival for the Year of Young People 2018, which was such a strong series of events genuinely driven by local young people. The key focus now is on the legacy for this project, on how to engage young people through our Youth Board in an on-going and meaningful way.
 - c. The achievements of the Faclan Literature Festival in November 2018.
 - d. The outcome of all performing arts events over the past quarter and a summary of what is to come for the rest of the year and beyond.
 - e. The upcoming winter festivals programme, including An Lanntair's St Andrew's Day and Burn's Night programmes.
 - f. The upcoming and recent extensive education and outreach work in communities and schools across the islands.
 - g. Press and media achievements.
2. A report from the Finance Committee on the management accounts for Quarter 2 of 2018-19.
3. Feedback from members during the Annual General Meeting for 2017-18 and any actions to take in response to this.
4. An Lanntair's revised Equality, Diversity and Inclusion Plan.
5. Key Performance Indicators for Quarter 2 of 2018-19.
6. A Health and Safety Report.
7. The organisational Risk Register.
8. A schedule of meetings for 2019.

Contact: Elly Fletcher, CEO

Specific actions to take forward

The specific actions agreed by board members in the meeting were:

- To include a section in future CEO reports to the board on 'future challenges and risks'.
- To write a shortened note summarising the actions from the November 2018 board meeting to share with board members at the next board meeting, with a view to publishing on the members' page of the website. (This is in response to feedback from one individual in the AGM that some members may be keen to see minutes from An Lanntair's board meetings published.)
- To ensure the customer feedback procedures are clearly visible to the public, online and in the building.
- To share with the board a 'Code of Practice' for dealing with any potential conflicts of interest in the selection of artists or freelancers to work on An Lanntair's programme.
- The CEO and the Board Equality Champion to meet to discuss the delivery of the Equality Diversity and Inclusion Plan.
- To share the Equality Diversity and Inclusion Policy with An Lanntair's membership.
- To provide more details to board members on the breakdown of membership.
- To bring a methodology for devising a new Gaelic Policy and Plan to the board.
- To work with key members of the board to review IT infrastructure and develop a new strategy and action plan for change.