



## **DRAFT Minutes of Annual General Meeting 2020**

Online Zoom meeting on Thursday 22 October 2020, from 6.00pm - 7.30pm

### **Minutes**

#### **Attending:**

**Members:** Hans Clausen (Members Rep), Duncan Robertson, Jessica Harrison, Chrissie Heughan, Oana Stanciu, Elaine Sosinka, Alice Dudgeon, Kate Ive, Pablo Delgado, Tommy Thomson, Mary Cotter, Leesa French, Eleanor McCulloch, Doug Mackie, Paul McAuley, Andrea Geile, Elaine Brown, John Young, Jonathan Elders, Kate Halem and Jennifer Kelly

**Board of Trustees:** Edward Frizzell (Chair), Kate Davis, Graeme Dickson, Steven Docherty, Mairi Lafferty, John Matheson, Kathlyn McKeller, Georgina Bulkeley and Zoe Fothergill

**Staff:** Laura Simpson (Director), Gordon Munro (Assistant Director), Lynn Cowan (Front of House Manager), Gillian Ingram (Front of House Administrator) and Oisin Gallagher (Tech Academy)

#### **1. Welcome, Attendance, Apologies**

Edward Frizzell (Chair of the Board) welcomes everyone to the AGM

Apologies: Ian John McColl, Ashanti Harris, Mike Shepley, Fiona McLachland Powell, Clive Powell, Simon Burns-Cox, Wiyoga Muhurdanto, Andrew Gannon, Joyce Campbell, Fiona Maher and Julian Luxford

#### **2. Minutes of the previous meeting**

Minutes of the 2019 AGM were approved

#### **3. Matters arising**

No matters arising from the minutes

#### **4. Introduction and Situation Report**

Eddie Frizzell (Chair), commended the ESW team, showing a great deal of commitment in supporting each other and members during COVID-19, and all the changes that have been implemented.

**Workshops** reopening to keyholders from August 2020 and to Members from September 2020. New **on-line booking system** working well, seeing on average 10 bookings per day. **Courtyard space** being utilised to its full potential, with options to extend its use, such as an outdoor classroom facility.

**MILK Cafe** reopening again and getting busier. **Funding:** Core funders are Creative Scotland and City of Edinburgh Council and we are grateful to both for having continued to pay us the grants on which we are dependent. ESW had also claimed reimbursement of wages through the government's

Coronavirus Job Retention scheme, during hiatus in activity May - June, with partial furlough continuing from July.

Gordon Munro (Assistant Director), outlined the changes within ESW. **Studios:** All studios are now solo studios, due to COVID-19, following social distancing guidelines. **Project Spaces:** have been downsized from four sharing, to two sharing. **Staff:** have been working from home where possible. Everyone is observing safe distancing, hand sanitising and wearing of face masks. **Work spaces:** Stephen Murray (Technician, Workshops), have been working hard during the pandemic to organise the Workshops and Workspaces, especially the Foundry, achieving successful bronze and aluminium pours. The Courtyard offers abundant space and fresh air for future use and the outdoor Bays are being used for ESW Stone Carving Group, as well as members. Ash Lim (Technician, Building) has been working hard on our maintenance programme, including improving the flow of heating within the Bill Scott Sculpture Centre. He is continuing with repairs to Creative Laboratory's roof and brick work, as well as studio repairs. **ESW Tech Academy:** Oisín Gallacher and Lucy Wayman have well and truly graduated, completing all tasks given. A big thank you to them both for their conscientious work.

Laura Simpson (Director), presented a slideshow of various recent activities at ESW, including: **Community Partnerships:** showing Multi Cultural Family Base, working in the Courtyard. Other groups who will use the Courtyard are ArtLink, an ongoing relationship with over many years, who are planning one-to-one teaching. The Rock Trust, who work with youth homelessness have used our kiln before, and we are now developing new projects with us. Local primary schools - Trinity and Victoria Primary - both P5 classes as a total of 120 children used to come once a week. We are devising a way to continue working together, but in smaller groups outside in the Courtyard. Debi Banerjee (Curator for Learning), has been very involved in working with these groups, looking at a different context of working. There is a real demand and need to continue to support these groups.

**Residencies:** Ashanti Harris has completed a short production residency in connection with her 2021 commission and Sebastian Thomas, a Reach Scotland Resident, is here for four weeks to develop his casting and ceramic skills. Winnie Herstein and Katie Shannon are also Reach Scotland Residents, here for 10 days in October 2020 producing new work for their Glasgow International 2021 exhibition.

**Members:** The Stone Carving Pilot Group have been back working in the outdoor Bays, with very positive feedback. Also shared were images of Studio Holder, Paulina Sandberg, working and Member Paul McAuley. A recently subscribed Member, Jonathan Elders was our 'Monday Member', showing images of his work at the National Museum of Scotland.

**Hawthornvale Space:** There is a current Members opportunity open call for proposals for the street view, Hawthornvale Space, for two presentation slots, December 2020 - February 2021 and March - April 2021. Gregor Horne and Theo Christy made the current exhibition, entitled 'Bildungsroman', collaborating under the name Gallery Malmö, organised by Dan Brown (Curator for Research).

**Scotland's Workshops:** It's been important to keep an open line of communication, for sharing of information and keeping up to date with other arts organisations as well as joint correspondence with the government and Creative Scotland.

**WIP:** a new digital magazine from the Schools Programme is available online. A collection of images and video, produced by Laura Tully (Schools Assistant) and Debi Banerjee (Curator for Learning).

**New on-line booking system:** Workshops and Workspaces are now bookable online and proving very successful. The dedicated webpage was shared to show the process of an online booking and the detailed choices of machine use, which are useful for our technical staff. So far we have taken 420 bookings. Lynn Cowan (Front of House Manager) and Gillian Ingram (Front of House Administrator) have been working hard to help Members arrange bookings and improve systems online and onsite.

Laura Simpson finished by thanking everyone, in these changing and challenging times - to the staff team who have had an incredible level of commitment, resilience and positivity; and to Members, who have sent encouraging messages and supportive feedback as well as adapting to new arrangements.

Eddie Frizzell thanked Laura for her total commitment to the continued running of ESW, and asked if anyone had a comment about the points being raised.

Comments:

**Elaine Sosinka:** really appreciates the effort the team at ESW are making to encourage members back to use the workshops safely. Delighted to be back in the Stone Carving group and really missed being in the workshops.

**Doug Mackie:** commented on our technical staff, especially Steven Murray (Workshop Technician), who has made such a difference to the workshops and workspaces.

**Paul McAuley:** the technical changes and use of the Courtyard has been magnificent. Attitude towards the safe use of machinery in the workshops is fundamental to safe working practice.

**Jonathan Elders:** As a new member, he appreciates the Members Opportunities Newsletter.

**Mary Cotter:** Missed seeing Gillian and Lynn at reception, and thanked everyone for their hard work.

Eddie Frizzell: Where do we go next? Must continue to follow Government guidelines around COVID-19. Financially, continue with careful budget management and with Creative Scotland applications. Board Members are very involved with the budgeting. We can't afford to be complacent, as COVID-19 has hit the arts in a big way, with serious implications for some. Proper strategic planning, which had been delayed, would be needed to support our application to Creative Scotland who are likely to be rolling out a new funding model from 2022-23. Meanwhile we were hopeful that the 2020-21 funding arrangement would simply carry forward to 2021-22.

#### 5. Annual Report and Audited Accounts 2019-20

John Matheson (Chair of the Finance & Governance Committee): in September 2020, the Auditors (Geoghegans) were happy with ESW's 2019-20 accounts and financial management. The year closed with a final surplus of £29,054. This was partly because of limitations on projects and spending in the final 6 weeks of the financial year due to COVID-19 and restrictions on purchasing and contractors. Eddie Frizzell recommended 2019-20 Audited Accounts for approval. These were agreed and would be submitted to the regulators shortly.

**Tommy Thomson** questioned the Co-op bank holding a second standard security over the building (P22 'Report and Financial Statement, year ended 31 March 2020'). To be queried with auditors.

#### 6. Members Representatives Input and New Members Reps

Hans Clausen and Fiona Maher are both standing down as Members Reps

Hans Clausen: Thanked ESW for keeping everyone on track through online communication. Enjoyed the Members Coffee Break Get Togethers online, including Q&A with Creative Scotland about relevant funding; and for Duncan Robertson's Open Forum events where Members presented work.

The role of a Members Rep is to be open to communication, to take things forward, getting to know ESW and other Members. One challenge ahead is how to get Members together during a pandemic.

Laura Simpson and Eddie Frizzell: Thanked Hans and Fiona for their work as Members Reps.

**Duncan Robertson:** As a former Members Rep, he commented that the role is very rewarding, and how useful it was to be able attend board meetings, adding that sharing the role makes this easier.

**Chrissie Heugan:** Nominated herself. Seconded by Graeme Dickson and Lynn Cowan. This was welcomed and agreed.

**Hans Clausen:** Added one topic that was on-going - research into child care facilities within ESW for artist's children, almost like a pop-up child care provision. He is happy to continue discussions around this, as two artists, Kjersti Sletteland and Paulina Sandberg (both Studio Holders) have been looking into this. He also offered to speak to anyone who wanted to know more about being a Rep.

**7. Retirement and appointment of charity trustees**

Eddie Frizzell noted, detail from the constitution which states that 3 Directors were required to retire every three years but could stand for re-election. Kate Davis, a practicing artist, was due to stand down under those provisions but was willing to stand again and continue for another three years. She was reappointed. As Georgina Bulkeley and Zoe Fothergill had earlier in the year indicated that they intended to leave the Board before the end of the year, there were two vacancies to be filled in addition to that created by Duncan Bremner's resignation previously. The Board agreed that 3 new Directors should be sought, of whom two should practising artists, to comply with the constitution. There was an Open-Call during the summer for new Board members, and ESW should be ready to announce the outcome in November 2020.

**8. AOB**

Eddie Frizzell thanked Georgina and Zoe for their time and commitment as Board Members.

Duncan Robertson, suggested having an 'Open Forum' meeting on-line in November, to showcase a Members work - suggesting artist's Andrea Geile and Paul McAuley to showcase their work. He thought it would be good to have a member of the Board there as well. Board Members asked to be included in the meeting invitation.

Eddie Frizzell signed off by thanking everyone for their attendance and by hoping everyone would keep safe and keep well.