

Board of Management

Meeting of the College Art Foundation

MINUTE OF 1ST MEETING HELD ON 2 OCTOBER 2019, CAF01

Present	
Frank Docherty, Convenor (FD)	Alisdair Barron (AB)
In attendance	
Michelle Brand (MB) – Minute Secretary	Roy Gardner (RG)
Aileen Campbell (AC) – Creative Industries	Elodie Nowinski (EN)
Paul Clark, College Secretary (PC)	
Apologies for absence	
Paul Little (PL)	Dr Sheila Lodge (SL)
Absent	
Liz Cameron (LC)	Robyn Lambert (RL) – Student Exec
Eva Curran (EC) – Student Exec	Maire Whitehead (MW)

Item 1	Apologies for Absence	
Paper No:	Lead: F Docherty	Action requested: Note
Decision/Noted	Apologies for absence were received from PL and SL.	

Item 2	Declarations of Interest	
Paper No:	Lead: F Docherty	Action requested: Note
Decision	There were no declarations of interest recorded.	

Item 3	Chair's Business	
Paper No: Verbal	Lead: F Docherty	Action requested: Note
Discussion	<p>Resignation FD updated the Committee that he had received an email from John Inglis tendering his resignation with immediate effect. For the purposes of the minute FD noted his thanks to JI for his contribution and support.</p> <p>Nominations to the Committee The Committee agreed to invite Claire Hendy to join the Art Foundation. She has returned to the UK, Glasgow and active on the art scene in Glasgow and a network of artists whom we would well benefit from the connections. AB reminded the Committee that the Art Foundation is not only about purchases</p>	

but also about exposing young people to allow them to gain real life experiences and build connections with people in the wider art world. Clare Henry would also be a good linkage into our journalism and media department to tap into her contacts.

The Committee agreed as and when the agenda required College staff could be invited to attend a meeting of the Art Foundation to provide operational specific input.

Decision/Noted

Decision: Claire Hendy to be invited to join the Art Foundation.

Item 4		Minute of Meeting of May 2019	
Paper No: CAF1-A	Lead: F Docherty	Action requested: Approve	
Discussion	The minutes of the meeting were approved without amendment.		
	Matters Arising ED confirmed due to the risk assessment the Amy Whiten artwork will not be exhibited within the College. It was agreed that EN will draft a letter for AB will sign as Chair of the Board of Management to offer on a semi-permanent loan to the Scottish Maritime Museum.		
Decision/Noted	The minutes were approved.		
	EN to draft a letter for AB will sign as Chair of the Board of Management to offer on a semi-permanent loan to the Scottish Maritime Museum.		

Item 4		Committee Annual Report 2018-19	
Paper No: CAF1-B	Lead: P Clark	Action requested: Approval	
Discussion	PC presented the Committee Annual Report and it was welcomed as an accurate and succinct representation of the Committees work over the past year. The Committee approved the report without change.		
Decision	Approved		

Item 5		Purchasing Criteria	
Verbal Discussion	Lead: F Docherty / ALL	Action requested: Decision	
	AC provided the Committee with the following timeline leading up to the Degree Show and explained that BA exhibitions are fixed: <ul style="list-style-type: none"> • setting up w/c 11 May 2020 • External examiners w/c 18 May 2020 		

- Wednesday 20 May 2020 – Committee consider the awarding
- Opening Thursday 21 May 2020

The Committee agreed to the following amendments to the Art Foundation Medals:

- City of Glasgow College Art Foundation Medal – for ‘Excellence’ would be awarded during the BA Hons. Show (Contemporary Art Practice and Photography) and presented at the winter Graduation. The Committee agreed to attach a £600 prize to this award.
- St. Kentigern medal for ‘Realising potential’ awarded during the BA Hons. Show (Contemporary Art Practice and Photography) and presented at the winter Graduation. The Committee agreed to attach a £300 prize to this award.
- Over and above the two medals the Committee agreed if works warranted they could award ‘Commended’ or ‘Highly Commended’ to other works of art and distribute the balancing £300 between such artists.

These awards should total no more than £1,200 combined.

EN and AC will work together to create a criteria proforma and present this to the Committee at their February meeting. This proforma will help faculty staff to make recommendations to the Committee about art they may wish to award a medal or a certificate of Highly Commended or Commended status.

It was agreed that Creative Industries faculty staff would provide a selection of suggested medal winners for the St. Kentigern medal to the Committee at their February meeting.

Decision

1. City of Glasgow College Art Foundation Medal for Excellence will be awarded from the two degree shows (BA Hons. Photography and/or BA Hons. Contemporary Art Practice) and will come with an associated £600 prize.
2. St Kentigern Medal for Realising potential will be awarded from the two degree shows (BA Hons. Photography and/or BA Hons. Contemporary Art Practice) and will come with an associated £300 prize.
3. ‘Commended’ or ‘Highly Commended’ can be attributed to other works of art and distribute the balancing £300 between such artists.
4. The total cash awards issued will not exceed £1,200 in any budget year.

Item 5 Schedule of Work 2019-20

Paper: CAF1-C
Discussion

Lead: P Clark

Action requested: Discussion

PC introduced the template for a Committee Schedule of work and explained this is used across all other Committees of the Board of Management.

Decision

The Committee discussed and noted the paper.

Item 6	2019-20 Budget
Verbal Discussion	<p>Lead: F Docherty Action requested: Note</p> <p>FD introduced the updated budget paper and the Committee agreed that a budget update should be included as a standing item on each agenda.</p> <p>These are tight financial times and it was noted that all budgets across the College have incurred a 2% cut.</p> <p>It was noted that AY 2018-19 the Committee had an overspend which has carried forward into the budget for AY 2019-20 and resulted in it being reduced to £20,000.</p>
Decision	Budget Update to be included as a standing item to each agenda.

Item 7	Any Other Notified Business
Paper No: Verbal	<p>Lead: F Docherty Action requested: To Discuss</p>
Discussion/ Matters Arising	RG updated the Committee that the Oor Wullie statue which we had on loan over the summer sold at auction for £3,800. The auction looks to have been a great success for the charities.

Item	Date of Next Meeting
Verbal	Lead: F Docherty
Decision/Noted	The Art Foundation will meet again on Wednesday 26 February 2020.

ACTION POINTS FROM THIS MEETING

Item	Description	Owner	Target Date
4	EN to draft a letter for AB will sign as Chair of the Board of Management to offer on a semi-permanent loan to the Scottish Maritime Museum.	EN	9 Oct 2019
5	EN and AC to work together to create a criteria proforma for medal selection and present this to the Committee at their February meeting.	EN/AC	Feb 2019
5	It was agreed that Creative Industries faculty staff would provide a selection of suggested medal winners for the St. Kentigern medal to the Committee in advance of their February meeting.	EN	Feb 2019

ACTION POINTS FROM 22 MAY 2019

Item	Description	Owner	Target Date
CAF5	ST to review the FES risk assessment of the MacAlpine Community Benefits piece to clarify what is required to make the item safe to hang.	ST	Complete
CAF6	RG to co-ordinate a meeting and introduce EN to Bridgette O'Connell, from Glasgow Life; to discuss opportunities for our Creative Industries students to gain work placements in some of the Glasgow museums.	RG	Complete