

THE ROYAL SCOTTISH PIPE BAND ASSOCIATION
Minutes of the Board of Directors Meeting
Via Video Conference Final 1.0
Saturday 24th July 2021 @ 9.30 am

Present Via Video Conference: A Faulkner, A McGeoch, B Niven, I Finlay, J Gibb, K Crothers, K Reilly (Chairman), K Robertson, L Ronaldson, M McCrindle, M Brown-Scott, N Greeves, P Brown, S Smith, W MacGregor

In Attendance: I Embelton

Apologies: G Ussher

The meeting started shortly after 9.30 am. The Chairman welcomed all and brought the meeting to order.

Apologies received were noted, the Chairman had been notified that a director may be delayed in joining the meeting. One director was having difficulty joining the meeting, there was a need for the application to be updated prior to them being able to join the meeting, issue resolved at 10:24.

Correspondence

There was no correspondence for discussion.

Board Minutes

The Chairman went through the minutes of the Directors' Meeting of the 25th June 2021 and the progress of actions noted.

The minutes were approved on the proposal of L Ronaldson and seconded by J Gibb.

The items Completed or Ongoing are detailed in the tables at the end of the Minute, along with any new items arising from this meeting.

Matters Arising

The Chairman is investigating which Traditional Music Forum is best aligned to the objectives of the Association.

The certificates for awarding the position of Honorary Vice President to G Hamill and J Hughes are nearing completion.

World Solo Drumming (WSD) – Championship Titles, the board are to consider this matter at this meeting.

Music Board

Allocated Directors: M Brown-Scott, S Smith

As M Brown-Scott was unable to attend the MB meeting M McCrindle deputised for him and chaired the meeting and as it was S Smith's first MB meeting N Greaves was also in attendance to provide support.

S Smith agreed to present the MB minute to the Board.

At this point S McQuillan and P Turner joined the meeting with an apology being extended from M O'Neill. The chairman had extended an invitation to them to attend the meeting, as in the MB minute contained a request that the WSD Group be invited to present their case for the allocation of Championship Titles to be appended to the Regional WSD qualifying heats.

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The board were advised that the group meets on a regular basis, to consider feedback and the future of the WSD Championship and Qualifying events, based on player (semi-finalists) and adjudicator feedback.

The idea of the titles being appended to the regional qualifying heats has been received favourably by the current sponsor. It is envisaged that appending the titles to the qualifying heats will give the qualifiers more prominence and support the host Branches by attracting more players and footfall. The WSD Group intention is to strengthen the attraction for player's to compete at the qualifying heats thus creating an upward trend with a view to eventually reducing / eliminating qualification on the morning of the WSD Championship.

There were some questions and views expressed around the fact that this applied to the top solo players and did not encompass all grades and no consideration had been given to those who play with Grade 3 or Grade 4 bands. It was clarified that the adult event is open to those over 18 years of age and is about individuals choosing to enter and showcase their talent.

It was confirmed that the semi-finalists and the adjudicators were asked to provide feedback on the day of the WSD event as to how to make it better and the best way forward, and all feedback has been documented.

Another discussion ensued around the number of entrants at the regional qualifying events in relation to the number of entrants who compete at the WSD qualifying event on the morning of the Championship. Some concern was also raised about the number of spectators who would attend on the day. It was highlighted that in addition to qualifying at a regional event the competitor had the opportunity to collect a title on the day.

It was explained that this will not require a change of rule or any change to the current format.

At this stage the Chairman thanked S McQuillan and P Turner for their attendance and their presentation, advising the members of the Board would discuss this further before deciding, and he would notify them of the result, they left the meeting. (24/07 No 1 – Chairman)

A full and thought-provoking debate took place on the proposal, which covered a wide range of views and opinions.

The Chairman asked the Board to vote the motion to append a Championship title to the Regional WSD qualifying events, having obtained a proposer and seconder, this was countered by a motion with a proposer and seconder for the qualifiers to remain as they are.

The motion to append a Championship title to the Regional WSD qualifying events was successful, having gained a simple majority.

The review of the MB minute then continued.

Correspondence received from the Vice Chairman in relation to an "open / online Band Event" is to be considered further at the next Format Group meeting.

It had been highlighted to the MB as no member of the Music Board had taken up the position of Convenor that M Brown-Scott is happy to fulfil the role. As he was not present at the MB meeting, they have requested this item be carried forward to the next meeting to allow a fuller discussion with him.

The Music Board is constituted under the Standing Orders and Rules 2.16 to 2.21. Rule 2.18 asks the MB to appoint a Convenor from the elected Branch members. The Convenor can represent the interests of the Music Board at meetings of the Board of Directors

In the case where the MB do not appoint a convenor, to ensure business can progress the MB have chosen to appoint one of the Directors allocated (Rule 2.20) to the MB to act as their convenor.

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The Music Board includes two members of the Board of Directors who represent the company (not a Band or Branch) at meetings.

The appointed Directors may represent the interests of the Music Board at meetings of the Board of Directors.

The Board confirmed in the June Minute that the MB Directors have delegated authority to approve MB Grading Decisions only.

A discussion took place at the MB meeting in relation to the WSD competition being cancelled. The decision to cancel events in 2021 have each been taken in conjunction with the promoter and have considered many factors; venue availability; the event KPIs (visitors likely to attend, hotel occupancy etc); the lead times for placing contracts for infrastructure and resources; as well as considering the social distancing needs of an ever-changing situation.

Only recommendation 3 from 12/06 No 7 regarding Championship Titles has been accepted as detailed above. The cancelling of the 2021 WSD Championship has negated two recommendations, the subject of Draws has been picked up by Marketing and Media, and a draft of the Format Guide for the Snare and Tenor events is being reviewed by the WSD Group which will provide / confirm the detail previously presented to the Board.

The minute was accepted by the Board on the proposal of B Niven and seconded by N Greeves.

At this point P Whelan joined the meeting.

Pipe Band College

Education Officer: P Whelan. Allocated Directors: J Gibb, and N Greaves

A verbal report was provided to the board.

As reported in the May Minute the first PBC AGM is scheduled to take place in November 2021 (29/0 No 13). The post holders of the Summer School Principal and Piping Principal are scheduled to stand down at the AGM but may be eligible for selection for a further term.

Chairman asked the Board for their approval to progress the advertisement and application procedure for the posts of the Pipe Band Principal and the Summer School Principal, this was unanimously approved by the board.

The PBC have been inundated with requests for education and assessments since December 2020, there have been 200 assessments procured, the fulfilment of which has been achieved with hard work and co-operation. The demand has been impacted by the Covid 19 restrictions and Staff availability. There is a need for those involved to have some time to regroup, take holidays and reflect on processes and procedures.

It was agreed by the Board unanimously that no new registration for assessments will be accepted until all staff return to the office. It was stressed that the RSPBA will only undertake an assessment where the candidate registration has been received and fully processed at Head Quarters. (24/07 No 2 – EO)

Marketing and Media.

Allocated Directors: K Robertson (Convenor), A Faulkner and M Brown-Scott.

A report was available for the Board to consider.

Website refresh – development is in progress. The committee met with the designer to view the look and function of the initial phase of the website development. The menu system and search facilities were demonstrated in computer, tablet and phone formats, along with a view as to how to navigate the tabs and the news item area. Screenshots showing where development has reached were made available to the Board.

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Summer School Promotion – The information supplied by J Nevans has been posted by Marketing and Media on alternate weekdays on the run up to the Summer School. Each post has received over 5000 views.

Media policy: As requested by Music Board the committee had been asked to consider and devise a policy. SOSC advised that all Media and Marketing requests should be considered by the committee before going into the public domain.

It is recognised that members of the committee are not always readily available to action a request of an urgent nature. Media requests will be considered by a group of 5, the Chairman, CEO, Marketing and Media Convenor and the two Marketing and Media Directors. It was agreed that 3 members of the group are required to agree any media announcements before going public.

The potential use of online draw was discussed. It was agreed that only a running order could be drawn, and this may be achieved on the Zoom platform or equivalent. A trial would be carried out next year ahead of the first Major.

The report was accepted on the proposal of W MacGregor and seconded by I Finlay.

SOSC

Allocated Directors: B Niven (Acting Convenor), L Ronaldson and M McCrindle

The SOSC met on Wednesday 21st July at 7.30 pm via Zoom.

A report was available for the Board to consider.

Appointment of Directors, due to the pandemic the SOSC believe that the current number of Directors should be retained until 2023. At which stage as previously discussed and recommended it should be the number of bands registered the previous year that determines the number of Director's that a Branch may nominate.

The SOSC feel there should be a cut-off date for the Bands to attend an AGM. The Bands who have paid their membership fees at the end of February may attend the AGM in March. Any Band who registers after that date would not be eligible to attend the forthcoming AGM. This will assist HQ with the administration of an AGM.

There are a number of items that the SOSC have been asked to look at that are ongoing.

The report was accepted on the proposal of A Faulkner and seconded by N Greeves and accepted unanimously by the Board.

Finance Insurance and Maintenance

Allocated Directors K Crothers (Convenor), W MacGregor, P Brown and K Reilly with I Embelton, and G Ussher in attendance.

The Finance, Insurance and Maintenance standing committee met via GoToMeeting at 2:00pm on the 20th July 2021.

The full report is available to the BoD in the Meeting Pack Folder.

Salary and consultancy costs have been provided by the accountants to refine the forecast projections.

No budget requests have been received for the attention of the committee.

The cashflow forecast has been updated to June 2021, the actual figures from the P&L have shown the forecast to be robust and accurate.

Work is continuing regarding the 2022 championships.

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The report was accepted on the proposal of I Finlay and seconded by A McGeoch and accepted unanimously by the Board.

AOCB

The CEO updated the Board on the current communication with the promoters of the 2022 Championships, there are few final details to be agreed. The venue and dates of the 2022 championships will be notified through Marketing and Media at the earliest opportunity.

The Ayr, Dumfries & Galloway Branch requested that if the Pipe Band College are running the Summer School online again that a number of places be allocated to the Branch that are financially supporting the initiative.

The Board were given an update by the Marketing and Media Convenor as to the current number of places available for the Summer School.

The Vice Chairman is to look to acquiring an RSPBA zoom account, as he will be closing the GoToMeeting subscription at the end of the year. A zoom account will be required for the hosting of a hybrid AGM, the proposed online draw, as well as being useful for committee meetings. It was proposed by M Brown-Scott and seconded by N Greeves that the RSPBA acquire a zoom account and had the support of all the Board. (24/07 No 3 – Vice Chairman)

As there was no other business the meeting closed at 13.45 pm.

Date of next meeting: 11th September 2021. 9.30 am

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PREVIOUS ACTIONS COMPLETED

Action	Reference and Owner
Seek clarification on the VAT definition of a “Commercial Let” regarding our VAT position. It is the view of the Finance Committee that we would need to charge VAT on the let fee.	(14/03 No1 Finance /CEO)
The request from the NI Branch for adjudicators for the WSD qualifier would be progressed.	(29/05 No1 – CEO)
I Embelton to speak to Glasgow Life and the University with regards to availability for the WSD 2021 competition	(29/05 No 10 – CEO)
The project team are to meet to progress the plan, and the budget milestones for Finance Insurance and Maintenance forecast of expenditure.	(25/06 No 2 – M&M)
Summer School details would be circulated to the members of the Board for consideration and approval by email to maintain momentum while providing due diligence on the budget.	(25/06 No 3 – Board)
Email on Safeguarding has been sent to the MB Administrator.	(25/06 No 4 – Director)

NEW ACTIONS FROM THIS MEETING

Action	Reference and Owner
Chairman to notify the WSD Group of the board’s decision.	(24/07 No 1 – Chairman)
It was stressed that the RSPBA will only undertake an assessment where the candidate registration has been received and fully processed at Head Quarters.	(24/07 No 2 – EO)
Obtain an RSPBA zoom account.	(24/07 No 3 – Vice Chairman)

OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS

Action	Reference and Owner
DP&A Branch asked that the position with SQA as to why last year’s Tenor drumming candidates had not received accreditation for their Theory.	(05/09 No 12 – EO / PBC)
It was agreed that K Reilly and I Embelton would look at options for expediting the presentation of the award of Honorary Vice President to G Hamill and J Hughes in advance of the 2022 Season.	(29/05 No 2 – Chairman and CEO)
To progress the advertisement and application procedure for the posts of Summer School Principal and Piping Principal.	(29/05 No 13 – Education Officer and Chairman)
The Board embrace the MB suggestion that the Association to pursue membership of Traditional Music Forums and thought this was an avenue to make contacts with other groups.	(25/06 No 1 – Chairman)
Music Board are requested to make available to the SOSC the MB safeguarding project findings in relation to the running of online events as this fall within the ambit of SOSC responsibilities for the policies of the Association.	(25/06 No 5 – MB)

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