

THE ROYAL SCOTTISH PIPE BAND ASSOCIATION
Minutes of the Board of Directors Meeting
Via Video Conference Final 1.0
Saturday 11th September 2021 @ 9.30 am

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

In Attendance: I Embelton, G Ussher, K Lees

Apologies: M McCrindle

The meeting started shortly after 9.30 am.

The Chairman brought the meeting to order. He informed the Board that an apology had been received from M McCrindle, the Board wished to record and pass on their condolences to Margaret on the passing of her mother. The Board welcomed Karl Lees to the meeting as an observer for the Ayr Dumfries and Galloway Branch.

S Orr was present at HQ with I Embelton, he was working with a number of Stewards who had taken the opportunity to checking the Competition Stores (Tents, Poles, Seats, Tables etc) ahead of the 2022 Season, as the equipment has not been moved in almost 2 years.

K Robertson had sent apologies to the Chairman advising she would need to leave the meeting to attend a Funeral and asked to make her Marketing and Media Report at the start of the meeting.

It has been noted that a few Directors are not regularly attending meetings, and as such some Branches and their Bands are not being fully represented.

W MacGregor highlighted that it was incumbent on all Directors to attend every Board meeting, and should they not be in a position to attend they must notify the Chairman of their Apology.

If no Directors from a Branch are attending a Meeting the Branch should consider sending an Observer, who can speak through the Chairman, but they are not entitled to vote on any motion.

Correspondence

Vaccination Policy: - The Chairman had received correspondence requesting a statement on the Vaccination Policy of the RSPBA. The Covid-19 safeguarding measures across the UK nations relating to events are constantly subject to speculation and change. The Board felt it was too early to make a policy statement, but they would be working with the Promoters in 2022 to implement the necessary safeguarding measures needed at that time.

Drum Majors Adjudicator Training: - The correspondence received regarding the status of adjudicator applicants waiting for a Drum Major Adjudicator Training course, would be passed to the APMB. (11/09 No1 – Chairman)

Letter from the Vice Chairman: – The Vice Chairman had notified the Chairman that he has had discussions with the MB / Format group on “Playing for Sheets” and “A replay in 2021 of the 2019 WSD final”. The detail would be discussed alongside the MB Minutes.

Marketing and Media.

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

A verbal report was made to the Board.

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It was reported that the first phase of the Web development was almost complete. It was agreed that there would be a period of testing and office familiarisation before the site goes live. The target launch date is to be early October, to ensure we have the right foundation for the 2022 Season. (11/09 No 2 – Directors)

Not all the content of the current site will be migrated with this first phase. The remaining content will be moved as part of subsequent phases. The development team are looking to see if it is necessary and/or feasible to link the none migrated pages to the new site.

There is a need to migrate the rspba.org Email accounts to the new servers, this will require users to add/update their Email Clients. Instructions will be provided nearer the time to ensure the switch over is not intrusive and result in the loss of email functionality.

Pipe Band College (Part 1)

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

J Nevans joined the meeting.

The first part of the Pipe Band College report was an update from John on the Pipe Band Summer School 2021.

Both J Nevans and P Whelan commended the work of all those involved in the preparation and delivery of the Summer School to the Board of Directors. A full report was available for the Board to consider, in Dropbox some key points regarding the 2021 Summer School were: -

- the event was presented in an online format for the first time
- the school focused as in previous years to three areas required by the Piping and Drumming Qualifications Board, Theory, Practice and Maintenance.
- the course was delivered to 28 Students, covering a broad age range and geographical locations.
- the structure and content were developed in a short time frame.
- the online delivery was achieved by the use of Google Classroom and Google Meets

The event was a success, it took place, albeit moving to this format had its teething problems. However, these were overcome with minimal distress to the Students and Instructors.

He went on to report that with every adventure there is a need to take with us our best experiences, after this year's summer school he felt, the association should consider expanding its online activity as a means of "outreach" to our membership especially those in the area of grades Four A and B. He stated these Bands are the nursery for the young people who will grow to become our Grade One players of the future.

The Board approved his request to examine how the Education element of the Association might create a programme of online learning which would be delivered to the membership in short episodes perhaps on a weekly basis (as you would in a television series).

The Summer School Report and the request made by J Nevans were accepted on the Proposed of L Ronaldson Seconded by K Crothers

J Nevans left the meeting.

Music Board Format Group Presentation.

The meeting was joined by Members of the Music Board, who had been invited by the Chairman to give an update / presentation to the Board on the progress made with developing the strategy for an indoor UK competition reported in the April 2021 Board of Director minute.

The Board discussed the scope of the event and the aspects covered by the presentation, the Board felt that further clarity on some aspects of the event that needed further consideration and investigation before any decision on a motion to progress with the event could be progressed. (11/09 No 3 – MB / MB Directors)

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Pipe Band College (Part 2)

A verbal report was provided to the board.

The next meeting of the PBC is due to be held in September.

The PBC annual Assessor Training has resumed and has been well received.

The Board stands by its decision that no new registration for assessments will be accepted until all staff return to the office and 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).

The Board were advised that the information needed by the SQA to complete the external verification of a batch of outstanding assessments had had been requested.

The PBC AGM is scheduled to take place on the 13th November 2021. 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. A statement about the vacancies and application procedure for the posts is in the process of being drafted and will be released through Marketing and Media for circulation on the Social Media Channels. (11/09 No 4 – Education Officer / Marketing and Media)

The report was accepted on the Proposal of L Ronaldson Seconded by J Gibb.

Board Minutes

The Chairman went through the minutes of the Directors' Meeting of the 24th July 2021 and the progress of actions noted.

The minutes were approved on the proposal of W MacGregor and seconded by B Niven.

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, following his investigation into Traditional Music Forums, confirmed the association is now a member of the Traditional Arts Culture Scotland (TRACS).

The certificates for the Honorary Vice Presidents have now been produced. There is a delay in the production / sourcing of the medals.

Music Board

Allocated Directors: M Brown-Scott, S Smith

M Brown-Scott agreed to present the MB minute to the Board. It was reported that no MB Member has come forward to take on the role of Convenor.

A WSD press release on the Adult Regional Qualifiers is being prepared. The Branches involved have been asked to confirm the anticipated contest dates as soon as possible. (11/09 No 5 – Directors)

The Vice Chairman reported in his correspondence that he had a meeting with the Format Group to progress an Open Band event where those who took part by playing would receive a set of critique sheets, that may help their winter preparations for 2022, "Playing for Sheets". The MB supported the initiative to be progressed as a Pilot to be run within the NWE Section. The initiative was supported by the Board.

The WSD Group were looking to hold an event in 2021, at which a replay of the 2019 World Solo Drumming Final would be held.

There were mixed views expressed as the topic was discussed and debated. No budget was available for consideration. There was a view that this was to be a showcase event, but some directors pointed out that

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adjudicators were needed, hence the request is for a contest (if run on the lines of a WSD final it would need 8 adjudicators.)

A proposal was put forward to allow a WSD Final replay event in 2021 to go ahead. a counter proposal was tabled for the event not to be progressed by the association. The counter proposal was supported by a majority of the Directors.

The playing requirements for the 2022 Championships will be agreed at the next MB Meeting.

The minute was accepted by the Board on the proposal of L Ronaldson and seconded by S Orr.

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 6th September 2021.

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

Plans are in progress for the Staff to return to the Office when furlough ceases.

The accounts are up to date as of the 19th August 2021 and all outstanding liabilities have been settled. All bills have been paid.

The accounts presented at the AGM have been filed with OSCR and Companies House.

No budget requests were available for review, standing committees should submit their Budget requests by the end of September to enable the 2022 forecast to be updated accordingly.

The Board accepted that in the current financial climate the recommendation from the committee that there would be no change to the published Fees and Allowances (these details were reviewed in 2018).

Following a long debate that considered the feedback received on the payment of Membership Fees for 2022, a number of motions were put to the floor. The majority of the Board agreed that a Membership Fee for 2022 would be payable. There will be no increase in the amount payable, however Bands who have paid their 2021 Fee will receive a 50% Rebate on their 2022 Fee, and if the association Finances allow a further 50% against their 2023 Fee.

S Orr will take on the appointment of a cheque signatory for the association. His offer of services was accepted by the Board on the Proposal of L Ronaldson and Seconded by P Brown.

The Finance Report was accepted on the proposal of L Ronaldson and Seconded by P Brown.

SOSC

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

The SOSC have not met since the last Board meeting but agreed to put the updated report in Drop Box for the Directors to consider.

The Vice Chairman added to the previous report the recommendations from OSCR that need to be considered to be added to the Articles of Association now Virtual Meetings are being used for AGM'S. He also added a commentary for the items previously discussed, along with an early draft of the rule changes that are being considered.

AOCB

A draft Calendar of Meeting dates is available in Drop Box. Please could the Directors involved with Standing Committees check the dates and let the Vice-Chairman have any updates or corrections. (11/09 No 6 – Directors)

A Spreadsheet of the 2022 Championship Dates along with the key milestone dates (Closing Date, Draw etc) is available in Drop Box.

To avoid a clash of meetings would Branches please inform the Vice-Chairman as to the planned date for their 2021 AGM. (11/09 No 7 – Directors)

The Midlands Branch currently do not have Director Representation. The Board approved the member bands being invited to a North of England meeting should they wish to attend and air their views.

The Board were informed that the London and South England Branch would be running an Outdoor Contest at the Gordons School in Woking.

The Stewards had checked 26 Sets of Equipment while the meeting was taking place, and these were ready for use at the first Championship of 2022.

Branches to notify HQ of Local Contest dates as soon as known. Looking for the calendar to be published in December.

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

Date of next meeting: 9th October 2021 at 9.30 am

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PREVIOUS ACTIONS COMPLETED

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)
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)

NEW ACTIONS FROM THIS MEETING

Action	Reference and Owner
Correspondence on Drum Major adjudicator applications would be passed to the APMB	(11/09 No 1 – Chairman)
New Web Site testing and office familiarisation before the site goes live	(11/09 No2 – Directors)
Obtain clarity (Band Support, Financial Model, likely dates etc) on the proposed indoor UK competition reported in the April 2021 Board of Director minute.	(11/09 No 3 – MB / MB Directors)
A statement about the PBC Summer School Principal and Piping Principal post being subject to renewal is to be posted on the Web Site / Media Channels	(11/09 No 3 – Education Officer / Marketing and Media)
The Branches holding a WSD Adult Regional Qualifiers have been asked to confirm their anticipated contest dates as soon as possible.	(11/09 No 5 – Directors)
Directors involved with Standing Committees are to check the Calendar of Meeting dates and let the Vice-Chairman have any updates or corrections.	(11/09 No 6 – Directors)
Branches are to inform the Vice-Chairman as to the planned date for their 2021 AGM.	(11/09 No 7 – Directors)

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)
'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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