

**Scottish Artists Union Annual General Meeting 2018**  
**Eden Court Theatre, Inverness**  
**Saturday 25th August 2018**  
**11:30-13:30 Maclean Room**

**Minutes of AGM**

Quorum: 21 Full members in attendance

**Welcome and Opening Remarks by President**

**Approval of Financial Report**

*Presented by Treasurer and Finance & Projects Manager.*

- New Finance committee began meeting, firstly Rowena Comrie, Fiona Pilgrim replaced by Karen Vaughan and Sinead Dunn meeting with Gordon Dickson each month before reporting to the regular Executive committee. This allowed for more time to review the financial reports and oversee the modernisation project with regard to members renewals and the impact of the fee increase and change in payment method.
- Triodos continued to hold the reserves of **£45,000** plus interest in a 90 Day notice account.
- To ease the transition from Standing Orders to Direct Debits and to ensure no member accidentally paid twice, the Bank of Scotland account which the Standing Orders were paid into was closed and a new account opened linked to the GoCardless Direct Debit process.
- Membership fees are being moved to an annual renewal starting on the 1st April each year to match the financial year of the Scottish Artists Union. Previously memberships were renewed annual on the anniversary of the member's joining date. Members who paid annually in advance beyond 31st March are recognised as deferred income in the accounts.
- We received the following funding:
  - STUC Modernisation Fund: **£6,170**
  - Scottish Union Learning: **£29,072.29** for Learning and Leadership programmes

**Conclusions relating to going concern by Auditors**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you were:

- the executive committee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the executive committee has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the union's ability to continue to adopt the going concern basis of accounting for a period

**Report approved unanimously**

## **Election of Executive Committee**

Existing members all remain in post.

## **Learning Report**

Presented by Learning Organiser.

## **Learning Programme**

- Lauren Printy Currie was successfully appointed as Learning Organiser, funded by Scottish Union Learning.
- Events, free for members delivered were:
  - Keep on, keepin' on', resilience as a form of radical and collective action, Glasgow
  - Health & Safety for Artists in Edinburgh, Glasgow & Aberdeen
  - How To Write, Edinburgh

## **Annual General Meeting**

- A one-day learning event and conference was held on 30 September 2017 at STUC, Glasgow, which included the union AGM.
- Attended by 38 members and supporters, it included talks, workshops and artist-led events from POOL, Keep It Complex and Jamie Cooke from RSA Scotland.

## **Members Survey 2017**

- The Lines Between were again appointed to deliver the data gathering and analysis of the members survey, now in its fifth year. Lauren Printy Currie took a lead in revamping the question set.
- 406 members responded, the report was again shared widely with and by members throughout the creative industries and continues to give recognition of the union as the voice of professional artists in Scotland.

## **Visual Arts Manifesto**

- Joint project with Scottish Contemporary Art Network and Engage Scotland, it sets out 19 agreed, shared values to promote the visual arts and visual artists in Scotland.
- A launch event was held in December 2017; it has been widely shared and commented on since then.
- It continues to evolve and be a tool for providing a common voice to the visual arts in Scotland with key decision-makers and funders.

## Projects Report

Presented by Finance & Projects Manager

- Membership at 31/3/2018 was 1200, this was during the transition to the new database which and so is not an exact figure of current paid up members.
- Rowena Comrie, former President and Treasurer stood down from the executive at the AGM 2017 but continued to support the transfer of responsibilities to the new Treasurer, Karen Vaughan and Projects Manager, Gordon Dickson.
- Membership Fees were increased for the first time ever from £35.00 per year to £60.00 from 1st December 2017.
- The modernisation project supported by the STUC began with the appointment of Projects Manager, Gordon Dickson. This saw all financial transactions for members move on to the accounts system and the development of a new website/database for members.
- All Members financial records were moved to the xero accounts system, this provided accurate reporting on membership income and allowed for greater transparency for all members.
- Members were invited to switch from paying their fees by Standing Order to Direct Debit through GoCardless. At 31/3/18, 623 members had signed up to pay either monthly or annually by this method.

Linked to the xero accounting system, this greatly reduced the ongoing administrative burden on the membership admin staff team. Allowing them to provide more support for members and continue to deliver the modernisation programme.

- The 1st of April each year was agreed as the membership renewal date for all members, this meant that annual renewal fee would be a part year payment from the former renewal date to the end of March.
- Executive Committee members Sinead Dunn and Lynda Graham received HR/Employment training from ACAS ahead of line managing the new staff members.
- GDPR moving to a new database and invited all members and supporters to sign up anew, meant that the new members database began as compliant with GDPR. An email was sent to all members to ask for consent to contact them by email, phone or post. In line with GDPR guidelines, all cancelled memberships are removed from the database. All financial records of lapsed and cancelled memberships are archived, so no further communication is made.
- The new direct debit process does not allow for the Scottish Artists Union to hold any member's bank details as transactions are made through a third-party application.

### **Modernisation Project**

- Alongside the changes to the membership finances a new website and members database platform was identified, Traffic Design were appointed to update their design of the original union logo & visual identity and Tectonica were pointed to design a new website based on the NationBuilder platform, as used by many political parties and organisations to build greater engagement with supporters and members.

Work began on this during the year ahead of the launch of the website to first members, then public from April 2018 onwards.

### **Proposed Motions**

- Graduate Membership
- Change reference of postal to online in constitution
- Change reference to paid administrator to paid staff
- STUC affiliation
- Support for WASPI women
- Support of Living Wage
- Briefing Local Authorities
- Provision for members in later life
- Expansion of learning programme

**All passed unanimously**

### **Closing Remarks and Thanks by President**