

The Robert Burns World Federation Ltd
Executive Meeting

Venue: Camelon Labour Club, Camelon, Falkirk

Date: Saturday 18th June 2016

MINUTES

1. **Sederunt:** Jean Abdulrahim, Enez Anderson, George Anderson, Helena Anderson-Wright, Kay Blair, Eric Budgell, Ray Connal, Robin Dodyk, Anne Gaw, James Gibson, Brian Goldie, Isa Hanley, David Hannah, Peter Hughes, Jim Hunter, Margaret Hunter, Scott Hunter, Bobby Kane, Karen Kane, Patricia Leslie, Frances Marshall, Joe McGinty, Ian McIntyre, David Miller, Helen Morrison, Murdo Morrison, Andrew Raeburn, Jim Robertson, Frank Sandeman, John Skilling, Margaret Skilling, Annie Small, David Smith, Bob Stewart, Jim Thomson, Bill Nolan (Guest), Keith Mackintosh (Guest), Bev Thomson (Staff), Margaretann Dougall (minutes)

2. **Apologies:** Margaret Anderson, Jane Brown, Jonathan Buchan, Barbara Clayton, Bill Dawson, Mike Duguid, Betty Haining, Gordon Jamieson, Jean Macmillan-Forster, Hazel Morrison, Len Murray, Ronnie O'Byrne, James O'Lone, John Paterson, Margaret Stokes, Les Strachan, Jim Todd, Chris Waddell, Walter Watson, Jim Weatherston

Item		Action
3.	<p>Chairman's Remarks Welcome to meeting. Thank you for making to effort to be here.</p> <p>Joe McGinty – thanks to all for the support of his Burns family. Good wishes and cards have been greatly appreciated.</p> <p>Welcome from Stirling, Perth and Clackmannanshire Area Federation.</p> <p>RBANA Conference update was given by Peter.</p> <p>Medicine Hat – idea to generate funds for the Federation i.e. proposal that \$1 is added to all tickets for Burns events to come to the Federation.</p> <p>Spoke of visit to Australia. Great visit to Camperdown for the Robert Burns Festival. Met members of Melbourne club and Melbourne Scots and visited the Scots College.</p> <p>Feature in Great Scot Magazine with Peter.</p> <p>Very best wishes are sent back to you all.</p>	
4.	<p>Minutes of Meeting Proposed - Bobby Kane Seconded – Ian McIntyre</p>	
5.	<p>Matters Arising No matters arising.</p>	

6.

Finance Update – Jim Thomson

As you will be aware the Federation fiscal year ended on 30 April 2016 and whilst the accounts still have to be audited the figures show an annual loss £4,577.08. This figure relates to our Profit and Loss annual accounts and it is this figure that will be reported on by our Accountant for the Annual Report.

In terms of ongoing management of our funds and assets this is done on an Income and Expenditure basis which ignores restricted funds entirely as they cannot be used to run the daily business of the organisation and also rationalise Conference income to the correct figures for the particular financial year.

To explain this further the Profit and Loss accounts for 2015/2016 show Conference Expenditure to be £23,313 and Income to be £25,414. This is because the expenditure is the amount we paid to the Peebles Hydro for our event and the income relates to Conference 2014, 2015 and 2016. It was for this reason I began keeping exact accounts for each Conference in 2014 and these show expenditure to be £24,413 and income to be £28,595 which is an increase in income of £2,082.

Our actual operating expenditure and income is better reflected in the Budget Information Spreadsheet. This document begins the financial year as our best estimate, based on historical patterns, of what our cash flow should be and it is altered as the true figures become available as the year progresses. In relation to the 2015/2016 year the expenditure estimates were reasonably accurate with the exception of Newsletter Expenditure which is almost £1,000 less than we budgeted for. The income forecast for Membership Income was £31,500 and this fell short by £2,000 but some of this lost income may still be collected in the 2016/2017 financial year, indeed over £1,000 has been collected already.

In accordance with our policy since the Finance Management Committee was formed the management of our funds relates entirely to income and expenditure over the year and as a consequence I would report to members that this method indicates a loss of £161 for the 2015/16 financial year. The forecast in May of 2015 for the year was a small operating profit of around £200 and this would have been achieved had the application for fund from the Jean Armour Homes Trust been done timeously. This was not done until late April with the money being received in the 2016/17 financial year and I apologise to members for this oversight.

Due to the rationalisation of staffing after the departure of our CEO the staff costs for the next year will fall by £5,800, which includes the addition of pension costs beginning in August, if the current pay rates remain the same.

However, as there is currently no sponsor for the Schools Competition, the financial prediction for the coming year indicates a loss of between £4,000 and £13,000 depending on other income streams.

We are working hard on trying to secure sponsorship for schools.

No questions were asked.

	<p>Jim reminded the Executive that from September he will no longer a member of the Board. Jim has offered to continue managing the money but no longer wishes to be a member of the Board.</p> <p>Issues in terms of responsibility but still have access to accounts etc.</p> <p>Peter has proposed that Jim continues in his capacity as finance director.</p> <p>Peter recorded his thanks again to Jim for his work.</p>	
7.	Reports	
7.1	<p>President – Peter Hughes</p> <p>Nothing further to add to Chairman’s remarks.</p>	
7.2	<p>Conference – Jim Gibson</p> <p>Everything in place for Conference with small decisions still to be made on menu choices etc.</p> <p>Everything will be in the ballroom again this year. We have a new ceilidh band and also a band on the Friday evening.</p> <p>Donations for the raffle on Friday night required.</p> <p>The silent auction will run again this year. Any donations should be sent to the Federation office.</p>	
7.3	<p>Literature – Mike Duguid</p> <p>Digitisation Project</p> <ul style="list-style-type: none"> • Sponsors to date = 69 • Monies received = £3,350 + £100 historical payment = £3450 • Pending payments of £150 • Available editions to sponsor (some still pending scanning) = 57 <p>Please provide any feedback regarding access, search functions etc. Also any other comments and suggestions will be greatly appreciated.</p> <p>Newsletter Due hopefully at the beginning of July.</p>	
7.4	<p>Archivist – Bill Dawson</p> <p>No report.</p>	
7.5	<p>Marketing – Murdo Morrison</p> <p>Robert Burns Tartan – nothing to report (no proposal has been received).</p> <p>Attended various functions i.e. Spring Festival at Dean Park.</p>	

	<p>Proposal of new tie. Not in the market until existing stocks are exhausted.</p> <p>Burns Brunch – April 2017. A suggested timetable will be produced.</p> <p>CD – the proposal is to order another 50 of these.</p> <p>Corporate membership – we will be evaluating this further.</p> <p>Scotcon – meeting held at Ingilston. They invited the federation along with an idea to get us involved in the Festival. We will not be getting involved with this.</p> <p>Badge making machine.</p> <p>Communication from a company in Dunnet – marketing a Burns gin. This will go to the board to ensure that this does not contravene with our contact with them.</p> <p>Visit to Castle Douglas to visit a Brewery this week.</p> <p>Strathclyde University – pleased to say that both groups have been shortlisted for the University awards which Peter and Bobby will attend on Thursday.</p> <p>A preview will be sent by Tuesday.</p> <p>Once we have these reports in we will drive this forward.</p>	
<p>7.6</p>	<p>Schools – Patricia Leslie</p> <p>Festivals – all went well with only the usual little blips. The feedback was very positive with the numbers in primary was up.</p> <p>The Choral numbers were down to 3 choirs.</p> <p>There was a discussion on changes in relation to the competitions. A couple of venues have been mentioned and a decision will be made soon.</p> <p>Everything in order with the art comp.</p> <p>All the medals and certificates have been sent to the Ukraine etc.</p> <p>We have been working on a sponsor for 18 months – will be working hard on this.</p> <p>At the moment, we will be running the schools festivals differently next year.</p>	
<p>7.7</p>	<p>Heritage – Ian McIntyre</p> <p>Very full meeting.</p> <p>Brow well is complete. Hard work by Solway partnership.</p>	

	<p>Alloway monument – funding is now fully in place and work is out to contract with work starting next year.</p> <p>Hamilton Paul – Walter Watson has been exploring the SSE community investment fund.</p> <p>Brian Goldie took us on a tour of Falkirk Town Centre – visited various sites.</p>	
7.8	<p>Admin – to include 200 Club Draw</p> <p>Website We continue to promote Club events, etc. via the Events Section of the RBWF website – check it regularly for updates.</p> <p>Web shop/Sales Web sales still going at a steady pace. We also generated good sales at the schools competitions.</p> <p>Social Media We now have 1223 followers on Twitter and 1007 likes on Facebook. We are maintaining regular interactions across the global network with some very positive feedback being received. Recent posts inc. President Peter’s visits to Texas and Australia, Brow Well event, Irvine Lasses Youth Night, Lasses Lunch at Greenock, SSCBA AGM, Launch of the Digitisation Project and Burns Club of London AGM. If you are now already following us, please take a look.</p> <p>Membership We are still awaiting membership payments for 2016. A number of these are from Clubs and we are hopeful that this is due to AGM dates. A further reminder email will be issued prior to Conference, so that all members who wish to participate in any votes at Conference is able to do so.</p> <p>Premises Our current offices at Dower House have to be vacated by 1st August and we are not due to take over our new premises until November this year. Therefore, the council have secured temporary offices for us at Dower House.</p>	
7.9	<p>Overseas</p> <p>Pacific Rim – Jim O’Lone Nothing to report</p> <p>Canada – Ronnie O’Byrne</p> <p>U.S.A. – Les Strachan</p>	

	<p>Just returned last week from Dallas Texas and the 36th Annual AGM & Conference of RBANA.</p> <p>I would expect that a more substantial report will be forwarded on to the federation for perhaps inclusion in an upcoming newsletter.</p> <p>The number of delegates was down this year for a few reasons but we still had over thirty in attendance for the two day event.</p> <p>Again we were pleased to have representation from Scotland, with Federation President Dr. Peter Hughes, past President Jane Brown and roving Burns ambassador and friend of RBANA Willie Gibson.</p> <p>Peter brought greetings from the Federation and apologies for Jim Thompson having to miss the gathering at the last minute.</p> <p>The Federation president delivered a very high energy presentation on the status of the RBWF and combined it with a well-received talk on the Bard. Past RBANA President Mac Irvin gave a very informative and entertaining seminar on Burns and whisky- Do they gang the gather?</p> <p>Other highlights, the first annual RBANA Jack Hume Heather & Thistle Poetry competition, which had 12 very good entries and was won by Ronnie O’Byrne who also won the Dr Jim Connor Quiz.</p> <p>Elections were held and all offices filled with Colin Harris of Winnipeg the new RBANA president and Ken Montgomery of Medicine Hat the Vice president.</p> <p>All delegates in attendance were thrilled to honor long serving members and past presidents of RBANA Jim Cunningham, and Chrys Ballantyne along with their spouses Jean Cunningham and Ron Ballantyne as Honorary Presidents.</p> <p>This is brief report and as mentioned I am sure a more detailed report on the conference will be forth coming.</p> <p>I plan on attending The Federation Conference in Pebbles this September and look forward to seeing everyone there.</p>	
<p>7.10</p>	<p>Association Representatives</p> <p>Ayrshire Association of Burns Clubs – Annie Small Douglas McKenzie and Angus Middleton organised the 9th John Lapraik Competition in Muirkirk on Saturday 4th June.</p> <p>A Young People's Competition was held in the morning and the Adult Lapraik Competition in the afternoon. There were two lady entrants and the winner was Susan Chown from Alloa.</p>	

It was a wonderful day and I would urge you all to go along to support it next year.

There were no changes to those holding positions at the AGM.

AABC will be laying a wreath at the Burns Memorial at Alloway at 12.30 and at Burns Statue Square Ayr at 2 pm on Sunday 24th July. On 31st July there will be a wreath laying at the statue at Kilmarnock Cross for Wilson Day.

Fife Association of Burns Clubs – Frank Sandeman

There will be a Provosts Civic Reception for the Fife School Prize winners this year.

Glasgow Association of Burns Clubs – George Anderson

We are working hard on putting forward a new format for St. Andrews night.

Falkirk & District – Jim Hunter

The schools primary competition went really well.

Holding a Sunday bowling tournament – contact Jim or Scott Hunter for details.

Grampian Association of Burns Clubs

No report.

Lanarkshire Association of Burns Clubs – Bobby Kane

Lanarkshire school Stonehouse Primary did very well in the national competition with 1st, 2nd and 3rd place.

Covington Mains Event – Sunday 3rd July. Contact Kay Blair for information.

Southern Scottish Counties Burns Association – David Miller

David has now stepped down as President and the new President is Mike Duguid.

Plans are underway for the service at Brow Well.

Dover & East Kent Scottish Society – John Paterson

No report.

Yorkshire District – Jim Robertson

Our Bowls Day, Quiz and AGM was held last Saturday 11th June at West Bretton near Wakefield. This event was well attended.

Bradford 'A' Team won the Bowls Comp and the Quiz was won by Sheffield Society. May McGuffog was elected for a further term of office as President.

	<p>The Tartan Ball for 2017 has been arranged for Saturday 29th April 2017. The hotel are accepting bookings the same as last year. Please dial 01226 299571 quoting Tartan Ball. The price is the same as last year £50 double and £35 single.</p>	
8.	<p>Applications for Membership</p> <p>No applications for membership since the last Executive meeting.</p>	
9.	<p>AOCB</p> <p>Hugh Farrell, Burns Monument Centre.</p> <p>Project is going before the Board soon. The purpose is to bring the Burns movement into the monument centre. Footage should be in there, details of Burns Clubs etc</p> <p>Steering group meeting. Showcase the Federation within this project. They require footage for this.</p> <p>Burns Supper in the cottage ran this year and will run again next year.</p> <p>Any information to the Federation Office for sending on to Hugh.</p> <p>Lapraik Competition – fantastic afternoon. Other details as per the Ayrshire Assoc report.</p> <p>As his last executive meeting as chair, Peter expressed his thanks to all for their support and invaluable advice and input.</p> <p>Bobby offered the Vote of Thanks for the way in which Peter conducted the meeting and for all his work, all around the world representing the Federation.</p>	
10.	<p>Date of next meetings: Board – 9th September Executive – 19th November (venue to be confirmed</p>	