

**Beltane Fire Society**  
**Board Meeting Minutes**

<b>Date and time:</b>	<b>Monday 21 January 2019, 7pm</b>
<b>Location:</b>	Downstairs room in Number 16
<b>Invited:</b>	All Board, Blues, Event Coordinator
<b>Attended:</b>	Erin Macdonald (Chair), Shae Dunsmore (minuting), Alex Nuttgens, Brad McArthur, Karen Dickson, Neil Barton, Neil Rhind, Callum Donald (Event Coordinator), Josh Bergamin (Blue), Caroline Heavens (Blue), Gav Kennerly (Blue)

**1. Welcome**

- 1.1. Welcome
- 1.2. Apologies
  - 1.2.1. Board: Dex de Cruz
  - 1.2.2. Blues: Caroline arriving late
- 1.3. Review of Minutes
  - 1.3.1. December Minutes approved

**2. Festival Operations**

- 2.1. Event Coordinator Update
  - 2.1.1. Calum will have discussion with Collective gallery this week re their restaurant on Calton Hill
  - 2.1.2. Alex/Dex & Calum delegated responsibility to decide which Public entertainment licence to obtain (will consider option of full-year option) - deadline is about 1 month away
  - 2.1.3. Looking at options for changing stage designs to make sure they pass approval from Council
  - 2.1.4. Neil will liaise with Calum re providing a scanner
  - 2.1.5. Gav queries if GO weekend should include basic acro safety - Calum says this would be more complicated
  - 2.1.6. Section 11 isn't due until later
- 2.2. Green Man Selection
  - 2.2.1. Selection is complete
  - 2.2.2. Blues will provide brief wording for announcement by Sunday
  - 2.2.3. Green Man and May Queen working on a later written piece with more detail
- 2.3. Pre-GO Meeting
  - 2.3.1. Session was very well attended and positive
  - 2.3.2. There were new participants looking to have conversations about sharing their skills
  - 2.3.3. Need to consider how to better support Tech
  - 2.3.4. No sign of prospective GOs for Processional Drummers
- 2.4. Logistics
  - 2.4.1. *Ticket provider*
    - 2.4.1.1. Calum & Dex meeting with ticket providers this week
  - 2.4.2. *Poster*
    - 2.4.2.1. Deadline has now passed
    - 2.4.2.2. Have had a reasonable number of submissions
    - 2.4.2.3. Dex has collected the submissions
    - 2.4.2.4. **Action:** Erin to contact Dex for next steps
  - 2.4.3. *Licensing*
    - 2.4.3.1. See section 2.1 above
  - 2.4.4. *Contractors*
    - 2.4.4.1. No updates
  - 2.4.5. *GO Training Weekend*

- 2.4.5.1. Calum will liaise with Blues and a nominated board member to organise GO weekend
- 2.4.5.2. Weekend will include an additional day of fire safety training
- 2.4.5.3. Gav K suggests that we have general GO day on the Saturday, then additional fire safety day on the Sunday
- 2.4.6. *GO Selection*
  - 2.4.6.1. Erin will circulate the selections process
  - 2.4.6.2. Dex will circulate the submissions prior to the selection meetings
- 2.5. Beltane Ticket Pricing
  - 2.5.1. **Action:** Neil B to provide Calum with a copy of the Beltane 2019 budget
  - 2.5.2. Neil B presents 3 ticket pricing scenarios and a comparison to Beltane 2018
  - 2.5.3. Intention is to keep ticket prices as affordable as possible whilst covering costs
  - 2.5.4. Suggestion is made to just opt for option A as is.
  - 2.5.5. **Vote: Ticket pricing as Option A as it stands: 7/7 in favour.**
- 2.6. Other Events (e.g. Family Beltane)
  - 2.6.1. Brad M has not heard back from Scottish Storytelling Centre (SSC)
  - 2.6.2. Cat Somerville has ideas, and we may look at other venues if SSC no longer want to proceed

### 3. Safeguarding

- 3.1. Discussion: Reviewing our goals for safeguarding work, and examining what we need
  - 3.1.1. Joette unable to attend meeting, but provided questions to discuss. Priorities? What do board need to be clear about. What do volunteers need to be clear about?
  - 3.1.2. *Discussion: Priorities*
    - 3.1.2.1. Toolkit for GOs to use. Language must be accessible.
    - 3.1.2.2. Culture that we are consent positive so group volunteers protect each other.
    - 3.1.2.3. Need for informed consent - ensuring that members can make informed decisions before engaging with activities in which they may be vulnerable
  - 3.1.3. *Discussion: Clarity*
    - 3.1.3.1. Ensuring that GO's know what safeguarding means, and Board and Blues have understanding of how to handle.
    - 3.1.3.2. Make it clear exactly what courses of action are available to members if issues arise.
    - 3.1.3.3. Understanding of BFS as a charity and Beltane as a community.
    - 3.1.3.4. Having an early chat about "Real world rules" still applying could be useful
    - 3.1.3.5. Early (open practices) 5 minutes consent talk by all GOs.
    - 3.1.3.6. Safeguarding chats should be collaborative with group.
    - 3.1.3.7. Need to clarify lines between practice and events, most notably in the case of Away Weekends.
  - 3.1.4. *Discussion: Issues with Audience*
    - 3.1.4.1. Discussion with director from Guild of Misrule provided some input into this.
    - 3.1.4.2. Need to consider how we communicate expectations to audience.
  - 3.1.5. *Other discussions:*
    - 3.1.5.1. I-heart-Consent project could be useful here as a source of inspiration.
    - 3.1.5.2. Consider contacting organisers of major LARP's as some of their situations are similar to those encountered by BFS.
    - 3.1.5.3. Suggest collating further learning points and examples from other organisations
    - 3.1.5.4. We need to define the scope and meaning of the term 'safeguarding', allowing us to understand the full breadth of work to be undertaken.

### 4. Selection and Blether

- 4.1. Recent Blues Selections
  - 4.1.1. Clarification requested on the Board's process for Blues selections/approvals
  - 4.1.2. Blues suggest that the Board could consider formalising their criteria in a procedure document
  - 4.1.3. Blue selections will be one of the topics discussed at the blether

- 4.1.4. Board agrees to provide feedback on the results of their votes on Blue candidates where possible, except on occasions when this is not appropriate (e.g. confidential safeguarding matters)
- 4.1.5. Board's role is ultimately to represent members
- 4.1.6. Board and blues agree to aiming for greater collaboration
- 4.2. Blues Support
  - 4.2.1. Blues would to encourage support of current Blues by ex-Blues
  - 4.2.2. Current festival Blues will appoint a smaller group of support Blues
  - 4.2.3. There used to be a wider pool of Blues, but this has diminished over time
  - 4.2.4. Suggest that this would be another good topic for discussion at the upcoming blether
- 4.3. Blether
  - 4.3.1. Blues worry that blethers have become a decision-making forum and Board simply comply
  - 4.3.2. The board uses blethers to inform decisions
  - 4.3.3. Blues feel that some people contribute to blethers without a full understanding of the topics
  - 4.3.4. Changes were recently made after agreement with the community at a blether and with a blue during a Board meeting but which received mixed reactions when announced.
  - 4.3.5. Board needs to ensure that decisions are made in collaboration with the right people
  - 4.3.6. Blues suggest board also needs to be more flexible on deadlines when making decisions
  - 4.3.7. The Board is already flexible on dates and regularly amends deadlines to account for other factors, such as the recently delayed announcement of the Green Man
  - 4.3.8. Changing deadlines can have wider implications on other festival tasks and that abandoning deadlines entirely can lead to confusion and complaints
- 4.4. Blues Current Status
  - 4.4.1. With Blues support, they could manage with 4 festival Blues for Beltane
  - 4.4.2. Blues query if previously approved candidates need Board approval
  - 4.4.3. Board confirms that they would need re-approval as circumstances may have changed
  - 4.4.4. Blues confirm the current candidates
  - 4.4.5. The board will discuss the names and provide the results by tomorrow
- 4.5. Upcoming Blether Format
  - 4.5.1. This blether is to explore topics raised at last blether in greater detail
  - 4.5.2. Discussion will centre around selection processes for Board, Blues, and Court
  - 4.5.3. Board is keen for Blues to be present for these conversations
  - 4.5.4. Blues raise concerns about format used last time
  - 4.5.5. Board discusses the positive feedback about format received from those who attended
  - 4.5.6. Breakout session format can be used to inform the points for the wider all-room discussion
  - 4.5.7. Board confirms that members were given the opportunity to show weighting of opinions after the breakout sessions and that the community seemed to enjoy it
  - 4.5.8. Blues propose some ground rules
    - 4.5.8.1. Principle of self-sufficiency. If people want something to happen, they can volunteer to do it themselves
    - 4.5.8.2. Education: people should educate themselves on a topic before proposing changes
    - 4.5.8.3. No dictating to others. Things should be phrased as questions rather than directives.
  - 4.5.9. **Action:** Erin to provide an update to blues re upcoming blether format

- Blues Depart -

- 4.6. Vote on prospective blues
  - 4.6.1. Board discuss and vote on whether to approve the proposed candidates
- 4.7. Vote on prospective Blues Support
  - 4.7.1. Need to consider at how we identify/structure this role
  - 4.7.2. Suggest we could just treat them as full Blues

- 4.7.3. Under the current processes, this means they do not need re-approval as performing blues even if they didn't perform in the previous festival
- 4.7.4. Blues simply decide who takes on various duties within their group
- 4.7.5. Board discuss and vote on any candidates who did not perform last festival.

**5. Finance**

5.1. General Financial Position

- 5.1.1. Board review current financial position
- 5.1.2. Board confirm plans to open reserves account with Triodos.
- 5.1.3. Noted that Dutch bank Triodos have set up UK operations to mitigate risks due to financial regulations in the case of No Deal Brexit (or similar)
- 5.1.4. Description of how QuickBooks system has improved accessibility.
- 5.1.5. £86900 in bank at the moment.

5.2. Draft Trustee Report

- 5.2.1. Report presented to board.
- 5.2.2. Board approves, agrees that this is a good and suitable draft.

**6. Board Projects**

- 6.1. Premises Status/Plans
  - 6.1.1. *Not discussed due to time constraints*
- 6.2. Review of any other projects/plans
  - 6.2.1. *Not discussed due to time constraints*
- 6.3. Potential BFS worker/contractor
  - 6.3.1. *Not discussed due to time constraints*

**7. AOB**

- 7.1. *Not discussed due to time constraints*

**8. Close of Meeting**