Registered Charity N No: SC029502
Company No: 343670

BOARD MEETING

Minutes of GFW Board Meeting Tuesday 02 September 2025
Meeting held at 6pm using Zoom Meeting App

Item	Minute	Action
1	**Present** K Muirhead (Chair), R Warrilow, R Melrose, J Glynn, and K Fryar. **In attendance** F Allison and C Donoghue at 6.35pm (Senior Tutors). **Apologies** Apologies were received from H Merriman, MT Allison, E Malloy; and F Miller.	
2	**Minutes of the Meeting held on 05 August 2025** Members approved the minutes from the meeting held on 05 August 2025.	
3	**Matters Arising from the Meeting Held on 05 August 2025** • **Member Survey Feedback - Reminder to Tutors that College is alcohol free zone** F Allison confirmed this was actioned and gave an update on the tutor meeting held at the start of term. He highlighted to members of recent work highlighting the importance of tutors delivering curriculum at the correct level of class and to ensure GFW members were in the most appropriate class for their skill level. • **Source College H&S Information** F Allison advised that MT Allison has prepared a draft which will be circulated to the Board for comment prior to issuing to tutors. Members discussed health and safety volunteers and requirements to view qualifications, confirm expiry date etc. and progress arrangements thereafter.	**MTA**
4	**GFW**	

KM/DHD
September 2025

	i. **Senior Tutors Update** a) Start of Term Feedback He updated members on staffing highlighting the influx of cello members both in person and online, with credit given to P Strain (cello tutor). Due to the numbers there was a requirement to split the class and J Lemoine will take a beginner class. He continued to report that two of the ukulele classes also had large numbers and had hoped to create a ukulele 4 class. F Allison informed members that a further two tutors had been recruited for fiddle improvers/progression. F Allison reported that unfortunately there were little tutors available to participate in the Doors open day. K Muirhead agreed to include in the newsletter asking for players from the GFW membership to attend if interested. He added that he was not progressing with European Folk Day activities. ii. **Finance Update** R Melrose reported that August was a high activity month with the beginning of new term. He confirmed that income was £3k higher that the previous year including the increase in membership fees. He highlighted income from summer school and Merchant City Festival. R Melrose informed members as we enter September the balance will decrease with incoming tutor invoices. He confirmed that the College rental invoice up to December had been paid. He continued to report that with the addition of four new tutors, the finances should 'break even' with the continued management of the tutor:member class ratio. In response to a question from F Allison, R Melrose confirmed that the summer school finances 'broke even'. K Muirhead enquired on numbers for the summer school, F Allison responded close to 50 attendees.	**KM**
5	**AOCB** R Melrose informed members that he would be meeting T Dalziel from Celtic Connections, and he had reached out to tutors about a workshop plan. K Muirhead added that she would be compiling the welcome newsletter and asked members for any news items. F Allison suggested Young Musician of the Year with some of tutors being nominated and E Beaton being the current winner. R Melrose confirmed that he had researched card readers based on previous discussions and sought approval from the Board to purchase. Following discussion, members agreed to the purchase.	**RM**

	R Melrose informed members that current numbers were 471 for term 1, an increase on last year. He confirmed that he would include membership numbers in the next finance report along with previous years for comparison. <u>Juniors</u> C Donoghue, Senior Tutor joined the meeting to provide a summary update on Juniors. C Donghue was pleased with progress, she confirmed that numbers could be better, but GFW have retained some members from previous year including the teenage class. She informed members that changes implemented included a different approach based on age/school class i.e. p1-p3 etc. C Donoghue made a request for a further tutor providing rationale for the request. R Melrose responded that it was viable with the current financial outlook. C Donoghue continued to report that she was looking to keep juniors engaged with interaction with different tutors, attending the pre-class session etc. She added that the biggest challenge was levels, but this could be reviewed further if there was an increase in numbers. Members responded positively to the update and thanked C Donoghue for her efforts.	**RM**
6	**Date of Next Meeting** Thursday 02 October @ 6.30pm	