

# GENERATOR ANNUAL GENERAL MEETING

## MINUTES

**Date:** 23<sup>rd</sup> Jan 2014

**Time:** 18:00 – 20:00

**Location:** GENERATORprojects, 25/26 Mid Wynd, Dundee, DD1 4JG

**COMMITTEE PRESENT:** Ruth Aitken, Yvonne Billimore, Tara Challoner, Holly Keasey, James Lee, Kirsty McKeown, Katherine Murphy

**APOLOGIES:** Lauren Gault, Fraser MacDonald

**PRESENT:** Jonathan Baxter, Sarah Gittins, Kate Clayton, Lesley Kamel, Duncan MacLaren, Laura Simpson, Anna Orton, Donald Spy, Karen Spy, Katherine Briggs, Clive Gillman, Amy Jones, Katy Christopher, Ben Robinson, Theresa Lynn, Susanne Lund Pangrazio.

### 1. CHAIRPERSONS WELCOME & ANNUAL REPORT

- 1.1 Welcome and thanks from Katherine Murphy
- 1.2 Introduction to current committee, and details of committee changes over past 12 months. James Bell left in 2013. Alex Storey Gordon left in April 2013.
- 1.3 Date reminders – GENERATOR founded in 1996, constitution written 2<sup>nd</sup> Dec 1996. Moved to Mid-Wynd 1999.
- 1.4 Yvonne Billimore gave details of exhibitions and events from past 12 months: 3 fold, post mortem, members, land odyssey, performingNOW!, 24 Spaces (collaboration with Transmission Glasgow and Embassy Edinburgh), West Fest Screening, I take into my arms more than I can bear to hold, Summer programme, Edinburgh Art Festival, GENERATORprinthouse, Ickle Film Fest, Yuck n Yum launch, Here Bianca, Good Luck.
- 1.5 Budget has been reviewed and altered to include a curatorial budget for studio/artist/artist led space visits.
- 1.6 Working with ROSL + Hospitalfield, and will be hosting visiting artist Mehreen Murtaza in Oct 2014. It will be a science fiction themed show.
- 1.7 Increased focus on our website & social media, has seen a huge increase to our mailing list as well as facebook & twitter subscriptions/interactions.
- 1.8 Increased use of mailchimp has seen a reduction in the use of paper.
- 1.9 Included in Kevin Hunts “Hot 100” – 100 most important artist led groups in UK right now.
- 1.10 Members fee has remained the same £10/£5 conc for 12 months. Trying to offer more for the fee and encourage more active involvement.

### 2. BUILDING

- 2.1 Foyer of gallery was refurbished and remodeled with a kitchen added. Sliding doors added to retain heat, lock up cleared for extra accessibility. This is an ongoing development that will focus on member led activities and critical discourse.

- 2.2 Dundee City Council filled the crack in the outside wall after a meeting with Colin Craig. Yvonne Billimore states that she doesn't believe this 'repair' was anything other than cosmetic surface work.
- 2.3 Insurance has been altered to include the correct level of coverage.

### 3. TREASURERS REPORT/AUDITED FINANCIAL STATEMENT

- 3.1 Read out word for word by Yvonne Billimore – see annual report.
- 3.2 Increased funding from Creative Scotland. We receive the second part after submission of our End Of Project Monitoring (EOPM).
- 3.3 £6000 received from Leisure and Culture. This goes towards rent, utilities and insurance. Also includes a payment for publicity etc of DVAA.
- 3.4 £500 received from Edinburgh Arts Festival (EAF) for curation of artist film night.
- 3.5 Also received funding for taking part in 24 spaces. Transmission Glasgow handled finances and funding for this project.
- 3.6 New receipts and payments system implemented.
- 3.7 Swapped accountant from David Hawkins who was no longer qualified to audit our accounts, to Bohoruns in Leeds. Change had to be made at short notice, and Bohoruns are a family friend of Holly Keasey who were able to give us reduced rates for what we required at the last minute.

### 4. ELECTION OF COMMITTEE

- 4.1 All committee must be nominated and seconded by at least one other person present.
- 4.2 Holly Keasey nominated for chairperson and seconded by Laura Simpson.
- 4.3 James Lee nominated as treasurer and seconded by Katy Christopher and Kate Clayton.
- 4.4 Tara Challoner nominated as members engagement and seconded.
- 4.5 Kirsty Mckeown nominated as secretary and seconded.
- 4.6 Kathryn Briggs nominated as new committee member and seconded.

### 5. CONSTITUTIONAL AMMENDMENTS AND CHANGES

- 5.1 Overview given by Holly Keasey
- 5.2 Current committee are personally liable for the building/finances, ie, building falling down or bankruptcy. Constitution needs rewritten to remove this clause and make GENERATOR as an organization liable.
- 5.3 Clause for annual audit to be removed. We don't legally need one, but because its in the constitution one must be carried out. Removal of this clause will save GENERATOR £600 a year.
- 5.4 Aiming to change from SCO to SCIO, making GENERATOR a legal entity and removing liability from the committee.
- 5.5 SCIO requires a slightly different format of constitution.
- 5.6 Vote required from membership to change the constitution.
- 5.7 Questions taken from the floor. Clive Gillman asks:
- 5.8 Laura Simpson asks:
- 5.9 Yvonne Billimore agrees that the last bullet point is messy and needing reviewed, and notes that GENERATOR was formed in a different position to what it is now politically, and this statement is perhaps no longer relevant.

- 5.10 Laura Simpson mentions that GENERATOR was established by arts graduates who found a gap. Constitution shouldn't be that precise or exclusive? Yvonne Billimore – GENERATOR for emerging to mid-career artists.
- 5.11 Should be broad enough to give us context, but shouldn't compel us, don't want to draw a line to what we can do, should be left open.
- 5.12 First two bullet points agreed as being ok and that the third needs reworked.
- 5.13 Noted that our equal opportunities policy was updated two years ago by Hayle
- 5.14 Suggestion that amended constitution should mention that committee is unpaid.
- 5.15 Changing to SCIO will mean that committee and members will have to be officially registered with OSCR.
- 5.16 Qualification for committee member should be outlined, and shall be selected through an expression of interest and not through word of mouth.
- 5.17 Group discussed membership ages. Minimum age of member be 16 rather than 18? All agreed to stick to 18 due to alcohol being served, and consider creating an associate member category for those under 18.
- 5.18 Group discussed criteria for eligible voting on the change of constitution. Quorum needs to be identified. 1/3 of members or 1/3 of those present? Agreed that those who do not turn up will be considered as abstaining from their vote. Full members quorum to change the constitution? Agreed as those who have 'officially' paid up their membership fee for that year. Do email votes count and can votes be cast by proxy?
- 5.19 Suggestion that we speak to SCAN for advice as they have recently gone through the same process of changing to an SCIO.

## 6. FUTURE PROGRAMMING

- 6.1 Definite schedule of future programming to allow us to put out dates of install/de-stall for volunteers. Brief outline of show themes given in advance to allow time for members proposals and responses.
- 6.2 Details of new take-overs outlined. Allowing us/Dundee artists to make the most of the space we have available and minimize the time the space is empty but removing workload from committee at the same time. Payment in kind will be taken for the use of space. Anna Orton suggests that this is added to the amended constitution and correctly monitored as it will still have the GENERATOR name attached, Holly Keasey and Ruth Aitken clarified that all take-overs are at committees discretion and come with terms and conditions as well as separate logos for marketing etc. Further discussions around security, but agreed it is all done with trust and is no different to the Ickle Film Fest and Yuck n Yum events of last year.
- 6.3 Continued evolution and development of members space.
- 6.4 Details of Henri Meadows proposed redevelopment of the members space into a 'long term' archive and multi-functional usable space. Re-development on space will be an artwork in its own right bringing it back to programming.

## 7. NEW BUILDING

- 7.1 Holly Keasey outlined problems with our lease and building. Currently a one month rolling contract with Dundee City Council, and council are unwilling to change.
- 7.2 Problematic for development of space as no point in putting money into long-term developments and projects.
- 7.3 Still in discussions with Colin Craig and working towards a solution.
- 7.4 Begun looking at potential new properties to let from the council. Renting privately comes with problems such as extra expense.
- 7.5 Anna Orton has suggested looking at private renters who lease out 'charity only' buildings so they can get reduced taxes etc. And gave Art Angel Dundee as an example.
- 7.6 We are supported by Creative Scotland in this move, and they have advised that we move quickly in order to get the best deal/property before the market picks up again in Dundee.
- 7.7 Group discussion about the type of space needed, the importance of the current space, accessibility, pros/cons of a city centre shop front space.
- 7.8 Laura Simpson suggests we make more of our contacts in the Council and stresses the importance of GENERATORS importance in Dundee/UK. Top people at Dundee Council SHOULD be talking to us, as we are crucial.
- 7.9 Agreed that further contacts with Stuart Murdoch are set up, and demand more involvement from the Council. Consider setting up an advisory board/core group of supporters to back us up.

## 8. VOTE ON PROPOSED CHANGES

- 8.1 Holly Keasey puts forward the motion that the process of changing from SCO to SCIO is started, and a show of hands is taken from those in agreement. 20 yes, 2 abstain.
- 8.2 Clive Gilman questions the wording of the motion, and suggests the vote is taken again after it has been re-worded. Holly Keasey asks again and the vote is again 20 yes, 2 abstain in favour of moving forward with the process of changing to an SCIO.

## 9. OTHER BUSINESS

- 9.1 Anna Orton and Laura Simpson question the number of bank charges on our account, and it suggested we ask the bank to put a hold on them in future as we a charity, other committees have done this in the past and its been ok.
- 9.2 Also questioned was high amount of 'office expenses' on the annual report. Holly Keasy and Yvonne Billimore clarify that the accountant has included other install costs such as paint etc under this category and that we will ask them to separate them into 'office' and 'install' in future to avoid confusion.