

**TAYSIDE OWL GROUP AGM**

**11th FEBRUARY 2018 THE SHED, KINNOULL HILL**

**MINUTES OF MEETING**

**Welcome & Introductions**

Present: Bonnie Maggio (BM), Penny Martin (PM), Jillian Ritchie (JR), Cath Latham (CL), Alison Wilson (AW), Miranda Shephard (MS), Ann-Marie Makin (AM), Nicola Ballantine (NB) Claire Hewitt (CH); Barbara Middleton (BM); Kim Craigie (KC); Andrew Widd (AW); Theresa Widd (TW); Lynn Shellard (LS); Lise Hepburn (LH); Shirley Patterson (SP); Georgia Crook (GC).

Apologies: Sarah Hutcheon

Chair Jillian Richie welcomed those present (some people turned up a little later towards the end of the AGM), and everyone introduced themselves.

**Minutes of last meetings**

These were considered and the minutes of [last AGM (January 2017)](http://www.owlscotland.org/images/uploads/cluster_groups/Tayside_OWL_AGM_2016_minutes1.pdf) were proposed by Miranda Shepherd, seconded by Cath Latham and [last meeting 17 August 2017](http://www.owlscotland.org/local-groups/tayside_fei_cluster_group/cluster/downloads) – were proposed Penny Martin, seconded by Ann-Marie Makin.

**Matters arising**

Everyone taking part today was asked to make a voluntary £1 donation to the group tea fund.

The group now has an OWL banner which can be used indoors and out; kept in the Shed store.

The Shed store was organised by Lisa Sneddon then of Tay Landscape Partnership. Lisa is now working with Scottish Canals Trust and is setting up a new Falkirk OWL group.

AP: member details need to be updated.

PM and BM have organised the group kit and PM has written an equipment inventory. The Group needs to agree on kit use and borrowing. It would be good for the group to familiarise themselves with what we have. PM suggested a simple notebook for people to record date borrowed, borrower name, plus comments re. damage or similar. BM has OWL sticker labels which can be added.

AP: BM and PM to agree date to meet to label kit.

AP: PM to print and laminate kit list.

The store now has new padlocks with security code. It was agreed that committee office bearers could have the padlock code. All committee should share contact phone numbers.

AP: BM to share padlock code

AP: PM to share committee contact numbers

**Review of 2017**

BM shared copies of the OWL Scotland 2016/17 report to all, which have also been shared with all local OWL Group chairs.

AP: If anyone needs more report copies let BM know

BM has project grant to spend before Forestry Commission Scotland is absorbed into the Scottish Government as planned from March 2019.

The workshops planned for 2017/18 were discussed. The group received OWL Scotland funding for 3 CPD courses (£500 x3), two of which have been delivered. The Mindfulness CPD workshop run by Orla Beaton planned for September 2017 had to be cancelled as Orla was unwell.

PM and BM also attended the Backbone event (black and ethnic minority group) in Blair Atholl 24 September 2017, representing OWL. Despite terrible weather it was a very successful event.

**2018 planned events**

PM reminded the group that we have been funded to deliver a networking event (this AGM and winter craft workshops), one CPD course (therapeutic approaches to learning) plus admin grant, and we have the Mindfulness workshop carried over from last year.

Orla has suggested to PM she can reschedule her workshop for May/ June this year. The group agreed May would be best.

AP: PM to contact Orla Beaton re. possible dates

AP: PM to provide AM with Orla’s contact details. AM to organise Mindfulness event, including Shed booking

AM suggested we need a facilitated discussion about mindfulness and resilience, possibly tied in with the therapeutic approaches to learning workshop she and CL plan to deliver.

CH, AM and the group discussed *Resilience the biology of stress and the science of hope* film being promoted by [Dr. Suzanne Zeedyk](http://www.suzannezeedyk.com/) , also Sue Palmer (Upstarts campaign). PKC council has a film copy which can be shown anywhere apparently (last shown at the Women of the World Festival in Perth).

BM said that the Edinburgh OWL group had tried to get Susan Zeedyk to speak at their last event but she was too expensive. The Edinburgh OWL Group as run Nature Play conferences for @ 9 years, which this year takes place on 24 March in Cramond Kirkhouse woodlands. Dan Puplett is the keynote speaker (KC noted this clashes with the Glasgow OWL networking weekend!). The theme is Nature Connection & Rewilding. Funding is from OWL Scotland and Edinburgh City Council.

The *Resilience* screening is 1 hour followed by discussion. AM offered to facilitate a session on this theme if we get the film. The venue was discussed. Film screening in the Shed on Kinnoull might be limited. The Birnam Institute was suggested as another venue.

Also noted under the theme of childhood trauma was Nadine Berg Harris (author of the book *The Deepest Well*). She will be speaking at an event in Glasgow 26 September 2018.

AP: CH to investigate how to get hold of the film and share with group

AP: AM to develop and facilitate event

It was agreed September would be a good time for CL and AM’s joint workshop on therapeutic approaches to learning. A provisional date was set for 29th September.

AP: CL and AM to liaise and organise workshop

The Group discussed repeating a winter crafts event in mid-November 2018, as we have sufficient funds. AW agreed to organise this. The Shed needs to be booked before it is used for the annual FC Christmas tree sales. Suggested dates were 3rd or 10th November. Format could be 1030 – 1230 and a shared lunch around a fire, with crafts. BM said the Edinburgh OWL Group has used Eventbrite to book events.

AP: AW to check and organise

Membership was discussed. It was suggested that members of Tayside OWL must commit to attending a least one event a year in order to remain on the mailing list. This needs to be added as a clause in the membership information.

KC noted that GrOWL keep separate lists – a wider membership list and a committee list. It was noted that we ned to ensure any personal details kept comply with the new Data Protection legislation. Apparently Learning Link Scotland are offering cyber security workshops (free).

Managing membership includes managing existing member lists and promoting the group to new potential members. NB suggested Lesley Gillis, in the PKC Childcare Protection team, could help us reach a wider audience.

AP: NB to forward Lesley Gillis’ contact details

AW asked who is the PKC admin contact for PKC education staff now that Stuart Eccleston has gone? Gail Halley is the line manager.

Dave Girling should be included on the list, he is now based with UHI.

AP: MS (new secretary) to contact all members on list to update records.

**Treasurer report**

PM shared updated Group Accounts Financial Year 2017/18 (1/4/2017 - 11/2/18). Current balance is £3,211.97

Carried over underspend from previous projects needs to be spent.

She encouraged CH and BM to submit materials costs for workshops, and will check with SH if she has any outstanding admin. Costs to submit.

PM will be submitting an invoice for time spent doing joint workshop/ event organisation/ admin/ treasurer work over the past few months (where work not done in SNH time). Checked this was OK with group.

AP: all concerned to submit invoices where applicable

Current account signatories are Penny Martin, Jillian Ritchie and Sarah Hutcheon. It was agreed that when MS takes on the secretary role she should be added.

AP: PM to organise MS as account signatory with Bank of Scotland.

PM confirmed she has renewed Group insurance but is no longer doing this via the Conservation Volunteers (TCV) but just direct with Zurich, as TCV membership doesn’t offer the group any real benefits.

*AM was refunded for costs of providing refreshments. The tea fund balance is now £9.35*

**Review/ appoint office holders for 2018**

PM drafted and circulated a list of suggested roles for office bearers. Ann-Marie Makin interested in role of event manager. Group agreed that his time could be costed, but BM noted costs for administering events should come out of the event fund not admin funds.

AP: PM to recirculate to include event management role, and all to comment on any suggested changes, for discussion at the next meeting.

AP: BM to share list of roles with other OWL groups.

Office bearers were appointed:

* Chair: Jillian Ritchie (proposed by Alison Wilson; seconded by Claire Hewitt)
* Vice-Chair: Alison Wilson (proposed by Jill Ritchie; seconded by Claire Hewitt). Agreed that Anne-Marie Makin can back-up this role if necessary.
* Treasurer: Penny Martin (proposed by Alison Wilson; seconded by Jill Ritchie)
* Secretary: Miranda Shepherd (proposed by Jill Ritchie; seconded by Alison Wilson)

The secretary will need to complete a new admin form for the group to include her details.

AP: BM to email MS about this.

AP: PM to send relevant secretary files to MS

**AOB**

BM encouraged all to consider and share information about Scottish Finest Woods Schools Award – any school can apply. Winners attend the Royal Highland Show. BM needs applications from any school doing a woodland related project by end March 2018.

BM noted the OWL Scotland National Network event 23-25 February is now fully booked. She is also planning an informal OWL event based at a beach, possibly Lunan Bay.

BM needs data and completed forms from OWL groups earlier this year, to justify OWL Scotland’s continued existence given the planned amalgamation of FCS within the Scottish Government.

CH noted Wild Women Day event in Aberfeldy 16th June in Birks Cinema – including Lesley Riddoch, Linda Cracknell and others involved in connecting communities with landscapes – and wondered if Tayside OL group would like to have a presence there. CH could request a 10-minute slot, and could represent the group. There might be the option to have a Tayside OWL stand. Several commented on how the last WOW event in Perth was largely an indoor event.

AP: CH to send details to MS

KC noted the Greater Glasgow OWL Group network event on 24th March combined their AGM with 2 workshops – knife & axe skills, and Nordic singing, and kids workshop. Based in [Auchengillan Outdoor Centre](http://www.auchengillan.com/index.html) so an overnight stay is possible, and a 2 hour walk in the Trossachs is planned. Costs may be @ £10 per person. Open to all OWL group members and Glasgow practitioners.

CH recommended the Sara Maitland book *Gossip from the Forest* *–* modern fairy tales of the symbiotic relationship people have with woods. *The Lost Words* by Robert Macfarlane was also discussed.

**Date of next meeting(s)**

It was agreed the best timing would be late April 2018.

AP: MS email Doodle Poll to all to agree best date

*The AGM was followed by lunch & Winter craft workshops: willow work (Georgia Crook) and needle felting (Bonnie Maggio)*