**Tayside OWL Group 2015 AGM.**



**3rd December RDM Primary, Scone, Perth 5.30pm- 7pm.**

Present: Jillian Ritchie (JR), Alison Wilson (AW), Sarah Hutcheon (SH), Penny Martin (PM), Catherine Cumming (CC), Anne-Marie Mackie (AMM), Eilidh Milne (EM).

Apologies: Lisa Snedden (LS), Claire Hewitt, Alice Warren (AAW), Lynn Shellard, Seognag Robertson, Arlene Low, Carol Trodden, Wendy Taylor.

AGENDA

**1. Welcome by the chair**

Great to see a few new faces at the meeting.

**2. Introductions**

**3. Minutes of the 2014 AGM and last meeting - matters arising**

- Action points outstanding

**a)** Geodome cover – still no idea where this is. SH to phone AAW and see where the trail ended. The structure is with Bonnie Maggio.

**b)** SH to now update and analyse membership list and share findings for review at future meeting.

Minutes of last AGM as accurate by AW and seconded by SH.

**4. Review of 2015**

**a)** New equipment, storage, what’s available

We have an equipment grant of £500. PM compiled a list of items to buy including a tarp which was approved by the group at last meeting. List comes to £100 over grant total but we have separate funds available. Bush craft knives are a separate order.

Equipment can be stored with LS for the time being. Need to consider a container at some point – SH suggested at Kinnoull Hill. PM suggested decorating the container too as a project activity. LS to ask Forestry Commission about a container on site.

**b)** Group communication

Due to the geographical spread of our membership it is difficult to attract large numbers to regular meetings. Consider meeting dates in advance – doodle poll dates. Make a 2016 calendar of all our events and have available on our website, circulated to members so lots of time to plan. SH sends regular emails.

**c)** Project updates (Lottery and BC3)

PM – Tayside OWL Group working in partnership with Perthshire Women’s Aid with Big Lottery Community & Families funding. The 2014 Nature Time project (children + mums) evolved to Nature Families 2015 with a focus on working with the children in particular. Lack of consistent attendance by children and some behaviour and family issues has been a struggle, but there have been positive outcomes for most children attending Forest School training for PWA staff and extra outdoor equipment has been built in to make it sustainable.

PM has found the OWL local website page difficult to navigate and to upload images and texts.

Building Capacity 3 Grant – due to poor attendance and a lack of time, several planned events were postponed at the end of 2015. The grant still leaves us with some money in the budget which we are able to carry over to use in 2016. SH to still submit interim report to Bonnie.

*ACTIONS:*

*PM to upload reports for Nature Families and Nature Time on the Tayside OWL webpage.*

*PM & SH to collaborate on improving info on Tayside OWL webpages.*

*PM to order new equipment.*

*LS & PM to approach Forestry Commission and inquire about a storage container on site.*

*2016 calendar to be drafted at next business meeting with membership asked for input in advance via a doodle poll SH.*

*SH also to submit interim report to Bonnie.*

**5. 2016 calendar**

**a)** Winter networking event

AW suggested putting something out in January for a Feb/March event. Thinking something crafty with cooking – lanterns and candles with cooking on a fire, 2- 6pm so incorporating darkness, shadow puppets. Members can bring kids. Provisionally 27th Feb or 19th March.

**b)** BC3 grant (micro-adventure & CLPL sessions)

Continuing on from **4c**. It was discussed at last meeting the possibility of putting forward the funding for the remaining 3 twilight sessions (as these have not been well attended in the past) towards a day length CLPL event. Topics suggested included bush craft with a focus on developing curriculum-linked resources.

The final amount was originally set aside for an overnight event in the style of a Micro-Adventure. This can be reviewed at next business meeting.

*ACTIONS: to be discussed at business meeting in January.*

**6. Treasurers update**

PM shared a Treasurers report. Spreadsheets are organised as:

1. TAYSIDE OWL GROUP ACCOUNT Financial Year 1/4/2015 - 31/3/16 (ongoing accounts) –Current balance £11,377.80 as of 26th Oct. Estimated summary income for 2015/16 is £13990; Outgoings to date£11,990.73 giving an estimated balance of £199.27 to date.
2. Building Capacity 3 Grant projects - Project admin/CPD programme/LAUNCH EVENT – funds allocated £2,000 spend to date £1161.50
3. 2015/16 Grant projects - Project admin/Kit/ Network event – funds allocated £2,000 no spend to date
4. Big Lottery Nature Families – funds allocated £11490 (of this BL fund £9990)Project near completion underspend of @ £861.93 may require paying back to BL.

We have an admin fund of £1000 form the 2015/16 grants which is a generous amount. If other members of the group wish to help out with specific projects/admin work then there is potential to have support from this pot.

*ACTIONS:*

**7. Review/appointment of office holders for 2016**

AW stepping down at this meeting and JR is taking over. JR proposed by AW and seconded by PM.

SH happy to stay on as secretary proposed by AW and seconded by JR.

PM happy to stay on as treasurer proposed by JR and seconded by SH.

**8. Questionnaire to membership – more involvement**

**a)** Questionnaire/online survey to membership – what does the membership want? SH start a list of questions and circulate to committee to confirm before circulating. Who can offer skills/time? Perhaps mix our business meetings with an activity/skills share so they are more appealing?

Considering past twilights and poor attendance – need to get in with school development plan months in advance. PM talked about running seasonal events only, perhaps aim to become known for doing 4 good events a year. AW raised the point that May is not a good month for teachers.

*ACTIONS: SH to start a draft form of questionnaire for business meeting in Jan.*

**AOB**

**After thought**

1) PM suggested that we could combine BC3 leftover money with our networking grant (of £500) to have a bigger event in March? Perhaps with support from an organisation like Rowanbank. Bonnie Maggio has confirmed that this is possible but will need a note of change of use to go on file.