



## GLASGOW INSTITUTE OF ARCHITECTS

**MINUTES OF COUNCIL MEETING NO. 01 OF SESSION 2011/12  
HELD AT THE OFFICES OF GLASGOW CITY HERITAGE TRUST, 54  
BELL STREET, GLASGOW G1 1LQ ON THURSDAY 9<sup>th</sup> JUNE 2011 AT  
5.30 P.M.**

### **PRESENT**

President Ian Hamilton (Chair), Fiona Stirling (Past President), Martin McKay Sandy McMillan, John Dey, Callum Houston, Steven Innes, Elaine Keenan, Rob Campbell, Catherine Cosgrove, Michael Dougall, Nick Walker, Paul Mann, Tim Gray, Gordon Reid (Honorary Treasurer) and Elizabeth Reid (Secretary).

### **1.0 APOLOGIES**

1.1 Victoria Batters, Martin Flett, Stuart Gary, Martin Docherty, Matt Bridgestock, Gordon Gibbons, Jon-Marc Creaney and Tom Warren.

### **2.0 PREVIOUS MINUTE**

2.1 The Minutes of the previous meeting on 10<sup>th</sup> March 2011 were agreed.

### **3.0 MATTERS ARISING**

3.1 (5.2.5) Fiona Stirling advised that she had written to the President of the RIAS regarding funding for the website but had not yet received a reply.

### **4.0 HONORARY TREASURER'S REPORT**

4.1 The Honorary Treasurer advised that the main expenditure since the last Council meeting had been the annual audit fee, the secretary's disbursement and website development costs. Current commitments include Kilgreggan competition costs, outstanding website development costs and charges associated with the Home building and Renovation Show.



4.2 Fiona Stirling asked that the Honorary Treasurer provide a brief introduction of how the Institute's finances are administered. The Honorary Treasurer advised that there are two elements to the finances. Firstly, the Institute has money in the bank which is split between the current account and a reserve account, with the interest paid on the reserve account being fed into the current account. Secondly, the Institute has money invested in investment trusts, gilts and government bonds administered through stockbrokers Speirs and Jeffrey. Again, income from the investments is transferred into the current account. Council's investments are split as follows: - Government Gilts £17.5 K, EIB £21.8K, Investment and Unit Trusts £39.4K During the last session Council reassessed its investment policy and monies were transferred to a portfolio of investments which Speirs & Jeffrey recommended as being ethical in their nature which should yield a good financial return.

The Institute receives income on a quarterly basis from the RIAS. The Honorary Treasurer further advised that in the past the Institute had been bequeathed certain monies which are held in trust for specific purposes:

- WB Whitie Benevolent Fund which awards one-off payments to deserving cases often in conjunction with the Architects' Benevolent Society.
- Alexander Thompson Travelling Scholarship which is awarded every third year on the basis of a design competition to encourage young architects to travel to broaden their geographical and architectural horizons.
- Student Award Fund which makes awards to submissions made annually by students in all years at the two Glasgow Schools of Architecture.

4.3 The Institute's books are not subject to audit in the usual manner but are checked by accountants Robb Ferguson for compliance with the Charities Accounts (Scotland) Regulations. Robb Ferguson has been auditing the GIA accounts for a significant number of years.

4.4 The Honorary Treasurer advised that any correspondence from members of Council that will be communicated or available outwith Council should acknowledge that the GIA is a registered Scottish Charity. All correspondence should therefore have a Registered Scottish Charity Number SC000915 included as footer.



## **5.0 COMMITTEE REPORTS**

### **5.1 Architecture, People and Places**

5.1.1 Tim Gray provided an update on behalf of the AP & P committee. Tim advised that the main focus of the committee's activities had been the Kilcreggan Design competition which was launched at the AGM.

5.1.2 Tim advised that the entries were slow at first and that the closing date was extended however over 50 entries were received raising income in excess of £1,000.

5.1.3 Tim further advised that a Community Workshop will be held on the weekend of 24<sup>th</sup> /26<sup>th</sup> June. At the workshop the design ideas will be presented to and discussed with the members of the Kilcreggan community. Community links Scotland had agreed to provide £250 towards the cost of this event.

**ACTION:** Architecture, People and Places Committee to continue to progress the Kilcreggan Design Competition.

### **5.2 Communications**

5.2.1 Callum Houston advised the main focus of the committee had been the website. After the News had been appointed to develop the new website. The development costs are £ 4,800 excluding vat and there is also an annual hosting fee of £200 excluding vat.

5.2.2 Callum Houston advised that development is going well however information to populate the website is required urgently from Council committees and individuals. Callum advised that requests had been issued for this information and he asked that this be treated as a priority

5.2.3 Callum Houston confirmed that the planned launch date of the new website is June 24<sup>th</sup> and that the committee is meeting with the developers next week. The President suggested Velux as a possible sponsor of the website.

5.2.4 Callum Houston updated that the 2011 GIA Awards will be launched in tandem with the website. Council discussed the proposed programme, categories of awards, and the entry price. Council agreed the programme and that the categories should remain as proposed. After discussion the entry price was agreed at £45



5.2.5 Callum Houston advised that Oran Mor had been booked for the Annual GIA Dinner on Friday 11<sup>th</sup> November. He further advised that he is currently in discussion with Altro who wish to be the main sponsor of the dinner and Russwood who wish to sponsor the design awards. The President asked about potential speakers for the dinner. Callum advised that he would speak to Michael Jarvis regarding the past budget for a speaker. Martin McKay advised that a comedian well known on the local circuit would cost in the region of £1/1.5K. The President asked if the speaker needed to be a comic and did anyone know of any good speakers on the professional circuit for example solicitors. Rob Campbell said that he knew of one or two possibilities. Sandy McMillan stated that he felt that professionals had been the more successful speakers at past dinners.

**ACTION:** Communications Committee to progress with website launch and all other committees and individuals to provide outstanding information as soon as possible.

**ACTION:** Communication Committee to continue to work on sponsorship proposals for the Annual GIA Dinner. Possible speakers to be identified.

**ACTION:** Rob Campbell to make enquires regarding a speaker from the professions and feedback to Callum Houston.

### **5.3 Education**

5.3.1 Fiona Sinclair advised that members of the committee had visited the Mackintosh School of Architecture to judge entries for the Student Awards. Council was advised that the show was of good standard and that the students appreciate the feedback they receive from the GIA. Fiona advised that the University of Strathclyde judging session had been arranged for 14th June 2011

5.3.2 Fiona Sinclair mentioned the need to get on with the Alexander Thomson Scholarship. This competition is run approximately every three years and is open to all architectural students and architects in the U.K. under the age of thirty. Fiona suggested that now would be a good time to launch due to all of the publicity surrounding the Egyptian Halls. The President agreed that with the interest in the Egyptian Halls it would be a good time to organise and perhaps a workshop could be arranged whilst this issue was fresh in the minds and in the public interest.

5.3.3 Fiona Sinclair advised that the education committee would get together and attempt to draw up a brief for the scholarship which be published on the website in time for the new term starting at the schools of architecture.



**ACTION:** Education committee to draw up brief for the Alexander Thomson Scholarship.

#### **5.4 Practice/CPD**

5.4.1 Sandy McMillan reported on the roles of the members of this sessions Practice/CPD Committee. Gordon Gibbons lead for site visits, Steven Innes lead for technical, Rob Campbell lead for practice and Sandy McMillan, convenor and lead for presentations/building visits. Karen Parry is a co-opted member.

5.4.2 Sandy McMillan advised that since the last Council meeting the committee organised well attended visits to Hillhead Primary School and Maggie's Centre at Gartnavel Hospital.

5.4.3 Sandy McMillan advised that a number of new initiatives have been identified by the committee. Rob Campbell has plans for a series of meeting throughout the year to tackle practice issues for example Legal, Appointments etc. The committee consider that each event in what will be known as the "Practice Series" should be charged at £15 per event or discounted to £50 for uptake of all five events. Council agreed the pricing structure and Sandy asked that Council members look at the proposed list of "Practice Series" events and let Rob Campbell know if there is anything else they thing should be covered instead of what is proposed.

Steven Innes will organise the first of what is hoped will be an annual event which will cover any legislative, technical and regulatory issues which have occurred in the preceding year. Sandy with Karen's assistance will identify projects where regular staged site visits can be arranged.

5.4.4 Sandy McMillan reported that the committee had been discussing the possibility of a buddy/mentoring system for young architects which could be set up perhaps using the website. Council discussed the issues associated with mentoring particularly in relation to professional indemnity. Council felt that perhaps the new website could provide help with this by providing access to virtual learning.

5.4.5 Sandy McMillan raised the issues associated with the email address database and the use of vertical response. He was hoping that the new website would deliver a better system however he was concerned that the address data provided by the RIAS left a lot to be desired.

5.4.6 The President mentioned that he had been approached by John Pelan of the Scottish Civic Trust regarding a charette centred on the Govan Ferry Crossing and likely landing points Tim Gray advised that 4<sup>th</sup> year Students at the Mac had already produced material for this. The President suggested that if there were already ideas there then this



might be a good topic to run an event off. It was agreed that the President would discuss again with John Pelan and then discuss any possible involvement of the AP&P with Tim Gray.

**ACTION:** Committee to continue to firm up on proposed CPD events.

**ACTION:** President to speak to John Pelan to firm up on ideas and what exactly is expected from the GIA. President will then speak to Tim Gray.

## **5.5 Conservation and Sustainability**

5.5.1 David Millar advised that since the last council meeting the main focus of the Con/Sus committee had been the GIA advice stand at the Home Building and Renovation Show at the SECC on the weekend of 21<sup>st</sup> and 22<sup>nd</sup> May. The stand had been collaboration between the committee, Glasgow City Heritage Trust, Historic Scotland and the West of Scotland Traditional Building Forum. The two materclasses which were run on sustainable retrofitting for tenement property were very well attended.

5.5.2 David Millar updated that the Con/Sus committee have organised an evaluation/debrief of the effectiveness of the event with Historic Scotland next week. It is hoped that lessons learned can be used for further events involving the public and perhaps be extended to the GIA involvement in future Glasgow Doors Open Day events.

5.5.3 David Millar advised that the Con/Sus committee want to work closely with the Practice/CPD committee and hope to raise awareness of conservation and sustainability issues through a more focused range of CPD events and Masterclasses.

**ACTION:** Committee to report results of lessons learned evaluation.

## **6.0 ADDITIONAL REPORTS**

### **6.1 RIAS Update**

The President provided the following update:

- The RIAS meets next Wednesday June 15<sup>th</sup> 2011

### **7.0 AOCB**

The President raised the issue of the logos currently being used by the GIA. After some discussion it was agreed that a crisper version of the “red square” would be incorporated into the website upgrade. Further consideration to be given to the appropriate use of the image of the seal by the senior office bearers.



## **8.0 NEXT MEETING**

The next meeting will be held on Thursday 11<sup>th</sup> August at 5.30 p.m. in the offices of Glasgow City Heritage Trust, 54 Bell Street, Glasgow G1 1LQ.

Elizabeth Reid  
Honorary Secretary GIA

22<sup>nd</sup> July 2011

