

GLASGOW INSTITUTE OF ARCHITECTS

**MINUTES OF COUNCIL MEETING HELD ONLINE VIA ZOOM, THURSDAY
10th February 2022 AT 6PM.**

Author:	AR	Date:	10/02/2022
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Present		
Phil Zoechbauer	(President)	PZ
Shona MacVicar	(Vice President)	SM
Andrew Hadden	(Vice President)	AH
Bryan McGhie	(Hon. Treasurer)	BM
Alissar Riachi	(Hon. Secretary)	AR
Fiona Sinclair		FS
Victoria Scott		VS
Elsbeth McNeill		EM
James Watson		JW
Karen Nugent		KN
Natasha Lucic		NL
Robin Webster		RW
Isabel Garriga		IG
Sam Patterson		SP

Apologies	
James Robb	Scott McAulay
Karen Kalkreuter	Sue Evans
Michael Dougall	Becca Thomas
Will Gunn	Teodora Racheva
Chloe Yuill	Massimo Sannino
Laura Paton	Scott Abercrombie
Stephen Doherty	Andrew Frame
Raina Armstrong	Zalia Ivanova
Nicola Wilson	

1.0 Previous Minutes	Action
1.1 Previous Minutes still awaited	
2.0 Chair's Comments	
2.1 PZ noted that he has raise the ARB retention fee with the RIAS and the RIAS has been in touch with the ARB and has invited a board member to come and do a presentation at one of the Blether sessions in order to discuss where the extra money will be going, as well as the different things the ARB does for architecture. PZ will pick that up with Christina Graiger.	PZ
2.2 PZ noted that the AGM is coming up in April, with the date to be confirmed. PZ is contingent on who the lecturer for the Annual GIA lecture will be. IG enquired if the lecture will be online and PZ responded that it will be in-peson. PZ reinforced that the AGM and Christmas meeting were agreed to be in-person whereas council meetings are to be virtual to allow for flexibility.	
2.3 PZ noted that tied to the AGM are the presidential elections so the GIA will be looking for candidates to take up the post of president for the next year. PZ welcomed Council Members or people they might know to stand for the elections and highlighted that it would be good if there are two candidates minimum standing so that a proper choice is allowed for the post of president. IG noted that it would be good to put that in the newsletter and the website so that they can register their interest. PZ noted that he has liaised with SM and AR to publicise that. PZ noted that 4 weeks minimum must be allowed for people to nominate themselves and another 4 weeks as a period for debate on what different candidates are offering. PZ asked that the newsletter and social media are shared as soon as possible.	Note
2.4 PZ noted that regarding COP26 there were a number of projects and there are a number of things that money was spent on that came under different budgets, so a reconciliation exercise must be made on a couple of the projects. PZ, Andrew and other members involved will put a list of actual costs incurred so that we are clear on where we are sitting relative to each of the budgets attributed to the projects. PZ noted that T-shirts were produced for the COP runs that came under the mapping exercise, but the sums agreed for the mapping were never expended as they were covered for RIAS, so he suggests that the T-shirt cost is put under that budget. PZ will feed back to the council. RW noted that a lot of time was spent on building a 3-D exclamation mark and is not sure where it went. PZ noted that it went to Space in Edinburgh. RW noted that he went to space and did not see the exclamation mark. PZ will inquire about that. IG suggested producing a summary of all the COP projects on the website to promote them. PZ suggested that it is picked up between himself and Communications.	AR, PZ, SM

- 2.5 PZ raised that he was approached by Sarah Froom by icecream architecture who is working with the AA to host a visiting school in Cove Park in Argyle and approached the GIA on whether we could get involved as a sponsor. She has sent over a PDF with the sponsorship packages. PZ will share the PDF with the Council via Basecamp. IG noted that it is a good idea and noted that there was a project done in Cove before. RW enquired whether the AA are proposing a winter school. RW also enquired where people would stay in Cove. PZ noted that this is what we would like to understand in terms of sponsorship. IG enquired whether some of the Scottish students could also join. PZ noted that that information would be included in their information. IG noted that it would be good to sponsor it but also be involved. RW highlighted that if the programme is just for certain schools and not the Glasgow schools, the GIA need not be involved. IG noted that she was involved in a Mackintosh Centenary school in a similar way that involved schools from different countries with 3-4 students from each. PZ
- 2.6 PZ noted that Chris Stewart is keen to have a discussion with the CPD Committee with topics that could be discussed. He would also like to encourage inter-chapter working within the RIAS's sustainability group. CS, EM, KK, VS

3.0 Treasurer's Report

- 3.1 Report tabled and taken as read.
- 3.2 BM noted that his main update is catching up with the difficulties that came with cheques. The bank is sending a cheque book directly to the branch on 11/02 hopefully and BM will go around the bank branches to pay cheques in directly to avoid any further issues and to get money into people's accounts quicker. BM noted that two cheque books were ordered previously and they had never arrived.
- 3.3 BM noted that the numbers in the reports are higher than they should be because certain cheques remain outstanding. BM will upload an interim report in the next few weeks. IG enquired if a final report needs to be done for the AGM. BM noted that he has begun that and is in discussions with Janice on that. BM
- 3.4 RW enquired whether a portion of the money should be invested as there is very poor interest from the bank. PZ noted that there is a significant sum in investment through Rathbones. BM noted that the shown balance at the moment is likely £10,000 more than the actual balance. BM will circulate the Rathbones report. RW enquired whether investment could give us something in return. BM will discuss that with Rathbones further and give an update on investments for the end of the financial year. BM
- 3.5 PZ enquired why there is a portion in the report titled donations. BM responded that that is the Glasgow City Council money for the planters.

4.0 Communications Committee

- 4.1 Report tabled and taken as read.

- 4.2 SM noted that the presidents' medals are in progress. SM is asking for the invoice to be raised for 50% of the medal casting to be sent upfront.
- 4.3 SM will catch up with EM and VS on CPDs so that they are shared via the newsletter. SM
- 4.4 SM noted that one of the main Communications tasks is finding a venue for the AGM and Annual Lecture. SM

5.0 Education

- 5.1 Report tabled and taken as read.
- 5.2 AR noted that the main outstanding task is the provision of cheques for the Student Awards from 2020 and 2021. AR noted that one student has enquired about the certificate. AR noted that BM has a list of people for the cheques and when he gets a chance he will sign the cheques and AR will print the certificates and send them to the universities. PZ enquired whether sending the information to the universities would be most efficient and AR responded that that will likely be the most appropriate option as universities will not be able to share contact details for some of the alumni who have now graduated due to GDPR. PZ suggested AR discusses that with the universities first prior to sending the cheques and certificates to ensure they would agree to do so. AR noted that online banking would be useful in the future. AR enquired who the best person to contact at MSA for admin would be best. IG suggested talking to Alan Hooper or sending an email to the general GSA information email. PZ noted that in the past he would get the emails for the students who had not shown up and would get in touch with them to receive their addresses to post the information to them. AR noted that this could be a problem for alumni. IG emphasised that sending the certificates and cheques to the office would probably be the best way to go. BM, AR
- 5.3 AR highlighted that the COP Education workshop was held in the GIA shop and was very successful, so more student groups should be aware of the potential for GIA support and collaboration.
- 5.4 AR noted that the Alexander Thomson Scholarship was completed and an exhibition was curated in the COP shop. PZ enquired whether a cheque has been sent to the winner and AR confirmed that has been done
- 5.5 AR noted that the Student Awards will be coming up in May and lessons learned from the last session have highlighted the need for recommendations from the departments for each year. PZ enquired if there are any thoughts on the venue if this will be done in person. AR will get in touch with the universities to get more information on when they will be doing their exhibitions so that the committee could plan for judging and the ceremony. PZ suggested doing the ceremony before the summer. IG noted that House for an Art Lover is a very good venue. IG suggested the Queen's Cross Church. PZ noted that it is a bit of an awkward space compared to House for an Art Lover. AR

5.6 AR emphasised the need for more people on the Education Committee as she has been running it alone for the past few months and there is a need to keep the committee going. IG suggested getting a rep from each school. AR can get in touch with them and noted that that was the purpose of the COP education workshop. AR noted that there are certain things the student reps will be unable to work on, such as student awards. IG suggested advertising that in the newsletter. PZ suggested that this is done as part of the AGM wrap up to flag up committees that are understaffed at the moment. PZ noted that the new members' drinks were previously successful. SM suggested using the website or social media to advertise that to students as they need to be formally signed up to RIAS to receive the newsletter. AR noted that a number of social media posts would be beneficial to get more people in and IG highlighted the importance of showing the positive aspects of the GIA to entice people to join. PZ suggested using the COP projects as a way to advertise what the GIA has done. AR will set up a shared folder for COP photos and the Council can add images to them so that AR collates some social media posts. PZ noted that this should be done as soon as possible. AR

6.0 Sustainability Committee

6.1 No report has been uploaded.

6.2 CS noted that a few things are happening with the Sustainable Working Group across the chapters, one of which being CPD, which he would like to discuss. A number of topics such as mandatory competency and climate literacy which would be good to discuss and build on some of those thoughts in the CPD team. PZ suggested CS shared any thoughts he may have on speakers. RW noted that there are huge issues facing small practices when it comes to domestic extension work where the conversion from gas boiler to a heat pump is very difficult and very expensive. RW suggested that it would be good to get ideas from experienced professionals who know how to tackle this. IG noted that they have had similar presentations within the office where sustainability consultants have come in to educate the team, which has been very useful. IG suggested example projects from groups such as John Gilbert Architects and others. PZ noted that any threads that can tie into CPD would be very useful. IG suggested that each committee have its own CPD events. CS noted that it would be good to get some collaborative consultants in. JW noted that there has been a debate on retrofitting homes for net zero and the transcript is now available on the web. JW also noted that the proposed guidance note from the building research will set out a draft note shortly which was discussed at the last RIAS planning committee. FS noted that all of the shortlisted residential projects as part of the GIA awards had heat pumps. FS proposed using those projects and speaking to the clients. CS

6.3 CS noted that some of the chapters, such as Dundee have been doing some interesting initiatives and have done a poll amongst their members to get some useful feedback.

7.0 Practice Committee

7.1 Report tabled and taken as read.

7.2 EM noted that the first of the season CPD event is on eventbrite now where Brodies will be giving us a legal update. There are further five events in the future and they are waiting for the speakers to confirm. Karen has been in touch with HES about a further talk on listed fabric. They have also contacted ACS for asbestos training. EM noted that she has had a good presentation by Lorient on fire doors. They have also asked Hoskins to give an awards winner presentation. EM noted that there are three building visit tours that they are looking at - Scotland Street School, Barclays new bank building and the residential sites in Maryhill and Anderston. EM acknowledged the suggestions, especially a group talk on heat pumps. IG enquired when the CPDs are. EM confirmed that the next 5-7 events would be in the next couple of months.

7.3 IG expressed interest in the Scotland Street School visit and EM noted that there may be a limit on numbers so we may be called in on a rotational basis. IG suggested a post is made for keeping an eye on the website. PZ noted that this should be advertised on all social media platforms. EM also noted that the building visits would likely not be at lunchtime. IG suggested 3pm. PZ enquired what the format for the GIA award winners presentation would be and whether they are planning to do a presentation from each. EM noted that they are currently struggling with people getting back to the committee. EM suggested that a Supreme Award presentation would be interesting as well as one on heat pumps. IG suggested one event per category. PZ suggested only having the award winners and spreading it over two or three events for both the 2020 and 2021 ones. IG suggested giving them a specific date rather than a choice of many dates for the sake of efficiency. AR noted a problem with displaying the zoom link in the confirmation emails of the CPD eventbrite. EM will get someone to look at that.

7.4 EM noted that they are keen to hold a networking event likely in the Willow. PZ suggested picking that up with RICS CIOB and organising something for the summer. Note

7.5 EM noted that the Small Practice Group is continually sharing advice and contacts. EM noted that the information they are sharing is very useful and could potentially be used for a CPD. EM also suggested a networking event in which they focus on what they have been talking about. IG noted that that would be a way to advertise their group.

7.6 PZ enquired about previous CPDs. EM confirmed that they are up on the website. SM will include a link to previous CPDs on the newsletter. AR suggested a default line in the newsletter. AR will put a link of previous events on Linktree. AR, SM

8.0 Conservation Committee

- 8.1 Report tabled and taken as read
- 8.2 FS confirmed that the Hamilton Mausoleum Competition exhibition is now finished. FS noted that they came under budget as they did not have to put the scaffolding up, since the museum built a structure for them. PZ enquired about photos of the exhibition. IG will ask Ryan who is part of the Hamilton Trust to take photos. IG suggested doing a press release. IG suggested that they check the times for when the exhibition closes. FS noted that it would be lovely to have a half-day conference with John Hume speaking. IG suggested the winner and commendation present their project. FS highlighted that the *Did You Know?* stickers have been used all throughout the museum. FS noted that IG is keen that the digital exhibition is put up. IG suggested that Airtable is unfiltered to see all the entries online. FS noted that the GIA now has a projector.
- 8.3 FS explained that the committee is looking for a new project. She also noted that the committee is not well-represented at RIAS Conservation committee level because David Miller and Martin both retired and only FS and Catherine Cosgrove. FS is trying to persuade Gerry Hogan of Collective Architecture. The RIAS committee is a very good committee and is very well-chaired and useful. PZ suggested including an open call in the newsletter. FS noted that it must be someone who is with RIAS conservation accreditation. EM suggested Chris Johnstone from the Small Practice Group. FS
- 8.4 FS noted that there is an exhibition in Paisley called Future Paisley on the back of the plans that 360 Architecture have done on behalf of Renfrewshire Council. FS noted that not enough people are attending it. IG suggested putting a link in social media.

9.0 Architecture People and Places Committee

- 9.1 Report tabled and taken as read.
- 9.2 AH noted that the Urban Design Panel kicks off again in a couple of weeks and the dates have been posted on the report. AH will add them to the website. AH noted that Natasha has been a member of the panel for over a year and she will be taking responsibility of coordinating GIA attendance on the panel. Natasha would like to join the APP Committee. AR to add Natasha on Basecamp. IG suggested formally voting Natasha in at the AGM.
- 9.3 AH enquired what the procedure is for getting someone on the committee when we are a SCIO. PZ noted that we are still an unincorporated organisation so we would need to continue using the old method of voting people onto Council. Once we are registered as a SCIO only the Trustees will be voted on. IG enquired about the timescales of incorporating the SCIO. PZ noted that the application is with OSCR to form the SCIO and were hoping for the approval to come in late January or early February. The lawyer is still to be paid their invoice. Once the BM, SP

application has gone through, the GIA will have to compile its assets and set up its new account. PZ noted they are looking for bank accounts that are ethical and sustainable and will feed the options back to the council. Once the account is set up, the assets will need to be transferred over and the existing association will need to be wound down. Christina Graiger warned of the timescales that bank account setups may take and that it took the EEA 14 months to set up a bank account and noted that it is important to manage expectations. IG suggested talking to the EEA about their account. PZ noted that they have stayed with RBS due to their good relationship with the bank manager. PZ noted that the GIA could create a new account that has digital banking with dual authorisation. SP noted that he will be standing down from the Council at the AGM and requested that alternative payment methods are found for all the platforms used by the council. BM will get in touch with SP to facilitate the process. IG noted that it is important to understand what that entails financially. SP noted that his outstanding payments are £1000 for the past 6 months. IG noted that it will need to be someone on the Council.

- 9.4 AH noted that the lease for the COP Shop has been given up. The shop needs to be cleared and the keys need to be returned to City Property, with whom we have a balance to settle in terms of admin charge. AH noted that they will have a chat with NGS for an opportunity to partner with them and share a space between the two. PZ enquired what they will be doing with the furniture. AH suggested giving it to the schools or the charity. PZ suggested that JM might want to buy the coffee table. FS suggested giving them to NGS. AR reinforced that we have had a very good relationship with NGS. AH asked AR to get in touch with Johnnie Wales to set up a meeting about the potential partnership. AR, AH
- 9.5 AH noted that the COP planters are still on the street and looking good. A budget of £150 is remaining, which, if council is happy with, will be sent to Greyfriars community garden, who would give them a spruce. AH
- 9.6 AH noted that it would be good to revive the design conversations sessions from last year. The proposed topic is *Are Glasgow's historic buildings being ruined by modern interventions?*

10.0 RIAS Strategy Committee

- 10.1 No report submitted and no RIAS Strategy Committee reps available at the call at this point.

11.0 AOB

- 11.1 PZ asked that if anyone is wanting to stand down from Council or anyone wanting to join should make the council aware for admin reasons and for making up the agenda. FS noted a young architect who lives above the COP shop might be interested for joining the council. AR noted that she will be standing down as Secretary.

11.2 JW noted that he attended the RIAS planning committee the previous week. He noted that it was the evidence to the Scottish Parliament Local Government Housing and Planning Committee Meeting on the 25th of January, of which we have a complete word for word record of it. The new *Our Place* Scottish website was also discussed. Retrofitting homes for net zero was also discussed and the transcript of the event is available. Net zero the next stage and net zero proposed guidance notes were also discussed. Two papers on APRS on climate planning and communities were discussed. During that one of the papers was advocating going to charities to get money to give to consultants to help communities with problems. JW is doing a paper on that at the moment.

12.0 RIAS Governance Reforms Presentation

- 12.1 Christina Graiger presented the Forward / NOW outlining the new strategy committee from RIAS
- 12.2 FS suggested trialling the members' forum and questioned whether there will be a cap on the number of people participating. FS also enquired whether the forum would be moving around. CG noted that it is positive to have a lot of people and would not want to cap that. CG noted that it is hard to judge the level of interest at this stage and there may be ebbs and flows. She also noted that there will definitely need to be a trial period. CG noted that the president of the RIAS will be there to chair the events and ensure some form of structure. She also noted that a moving forum is something they are considering, alongside a more hybrid forum with an opportunity to tune in digitally. CG emphasised the importance of accepting the trial period.
- 12.3 IG enquired about the relationship between the forum, the board and the chapters. CG noted that they are currently developing those policies and role descriptions and they can make those policies available to see the membership and chapters' interest in it. IG suggested clear diagrams showing the way it functions. CG explained that they are currently going to the chapters to get an understanding of the feelings towards the forum. IG suggested they use an online platform to suggest topics.
- 12.4 SP suggested that it is currently the right time to keep this online in order to keep it open and accessible. SP suggested the usage of Miro boards to keep this more interactive and engaging and suggested that the forum remains online. IG seconded that and noted that more people would attend that rather than one that is in person. CG agreed that there is an inclusion aspect to online forums. SP noted that keeping small chunks online on the same thematic would enable the tracking of progress and direction better than revisiting it on an annual cycle. This would also keep accountability higher and allow the sharing of conclusions easier to the membership.
- 12.5 AR noted that a lot of young people would appreciate the opportunity to share their opinions and bring in innovation and new movements. AR noted that regardless of getting the opportunity to speak at these forums,

there will be a level of intimidation and cautiousness to share ideas if you are surrounded by very established professionals. AR suggested doing some form of presentation that targets young professionals, such as the schools or some of the grassroots groups. That would allow for a better breakthrough with young people. IG seconded that and noted that inexperience does not invalidate their opinions. FS noted that young architects are not inexperienced, but have different experiences. SP noted that this is why Miro boards are handy and would allow people to share their opinions through the facilitators running the Miro boards.

NEXT MEETING

Next meeting: AGM

Date, time and location TBC

AGM Thursday December 9th @ 6.00 pm. Location TBC