

SCOTTISH LANGUAGE DICTIONARIES
MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 11 SEPTEMBER 2009 IN THE
CONFERENCE ROOM, DAVID HUME TOWER, GEORGE SQUARE, EDINBURGH

Present: Ms P Cairns Speitel (Senior Editor, SLD), Professor J Corbett (SLD Board), Mr R Findlay (SLD Member), Ms E Finlayson (Editor, SLD), Mr H Gratwick (Editor, SLD), Dr A Grant (Editor, SLD), Dr Professor C Kay (Convener, SLD Board), Mr W Mack (Secretary and Treasurer, SLD Board), Dr P G B McNeill (SLD Member), Mrs R Martin (Administrative Assistant, SLD), Mr M Napier (Scottish Government), Professor R Ó Maolalaigh (SLD Board), Dr C Robinson (Director, SLD), Mr J Stuart (SLD Member).

1. Professor Kay welcomed SLD members and SLD Board members to the AGM of Scottish Language Dictionaries. She especially welcomed two new members of SLD staff, Henry Gratwick (Editor) and Ruth Martin (Administrative Assistant), new trustee, Professor Roibeard Ó Maolalaigh and Michael Napier from the Scottish Government. Among the apologies for the meeting were Richard Wilson (SLD President) and Jim Lonie (Depute Convener, SLD Board).
Professor Kay recalled that at the time of last year's AGM, SLD had been staring ruin in the face. A Special Resolution, to put in place measures to wind up the company, which has since proved unnecessary, was defeated. Now, however, SLD is in a much more comfortable situation. In February 2009, the Scottish Culture Minister at the time, Linda Fabiani, announced that the Scottish Government would take over direct funding of SLD and several other organisations which fell outside the remit of the Scottish Arts Council (SAC). The money could now be directed more towards SLD's core activity of lexicography. She wished to record SLD's thanks to all the people who brought this about. At about the same time, the University of Edinburgh sent SLD notice to quit their premises in 27 George Square, the lease for which expired on 31 March 2009. This was due to the reorganisation of accommodation in George Square. However, the University offered SLD a 5-year lease to alternative premises at 25 Buccleuch Place into which SLD has now moved.

2. **Apologies**

Apologies had been received from Mr W Aitken (SLD Board), Professor G Caie (SLD Board), Mr R Cairns (SLD Member and Advisory Committee), Dr J Coull (SLD Member), Ms M Dureau (Principal Editor, SLD), Mr B Elliott (SLD Member), Mr M Fitt (SLD Board), Mrs S F G Forde (SLD Member), Professor A Fowler (SLD Member), Mr P Hills (SLD Member and Advisory Committee), Professor R Johnstone (SLD Board), Mr J Lonie (Depute Convener, SLD Board), Dr C Macafee (SLD Member and Advisory Committee), Mr J D McClure (SLD Board), Mrs M McGowan (SLD Member), Mr J Mackay (SLD Member), Dr M Mackay (SLD Board), Dr M Munro (SLD Member), Professor W Nicolaisen (SLD Member), Ms E Small (SLD Board), Mr D Smith (SLD Member), Mrs A J M Thomson (SLD Member), Dr J H Williams (SLD Member), Dr D Waugh (SLD Member), Mr R Wilson (SLD President).

3. **Minutes of SLD Annual General Meeting of 12 September, 2008** (circulated)

There were no corrections to the minutes. Mr Stuart proposed that the minutes be accepted as a true record of the meeting, seconded by Professor Corbett.

Matters arising

There were no matters arising.

4. **Report on the Year's Activities** (Dr Christine Robinson, Director of SLD)

Dr Robinson read the following report:

This is a very different report from last year's. We rather limped along until February, although we were much heartened by the degree of vociferous support that SLD was given by scholars and other dictionary users at home and abroad. Then our lives were transformed by the announcement made by Linda Fabiani on the 9th of February that we and the Scots Language Centre were to be funded directly by the Scottish Government. I'd like to thank Douglas Ansdell for his support and I'd particularly like to thank Michael Napier for guiding us through this transition and we look forward to working with him in the future.

The Scottish Arts Council continued to fund us for the first half of the year and this additional funding has helped us to overcome some difficult moments and get us off to a flying start.

The most difficult moment was our flitting from the premises which has housed dictionaries for over 40 years to our new home in Buccleuch Place. This caused considerable disruption as we had to pack approximately four and a half tons of books, many of them old and fragile.

The move has delayed our plans for starting new staff to some degree but we now have our administrator, Ruth Martin in place and our new Assistant Editor Henry Gratwick is already making inroads into the CSD files. This week, we appointed a part time Outreach and Education Officer who starts later this month. This will allow us to replace the Grammar Broonie and update the Scuilwab. The Outreach and Education officer will also help to generate income in the future.

As a result of participation in the ENROLLER Project in progress at the University of Glasgow, we have been given a unique opportunity to work with their highly skilled programmer on enhancing the online *Dictionary of the Scots Language*. Our business plan includes provision for a lexicographer with strong computing skills to begin an updating process of this website, but the opportunity offered by Glasgow means that we can achieve much more in the short term and leave ourselves in a position where future improvements will be much more easily and efficiently carried out. We therefore intend to employ our current IT advisor for four days per week to work intensively with Glasgow in the programming aspects of the website for 5-6 months. This period of employment will overlap with the induction of the proposed new lexicographer who will eventually be responsible for the website. We were sorry to say goodbye to Dr Gwen Enstam, our project developer, who is now devoting all her energies to the ASLS. We wish her well and, as we continue to work closely with the ASLS we will no doubt find ourselves working together with Dr Enstam to promote Scots in future.

In addition to this expansion, Dr Grant, Mrs Cairns and I are now full time and Mrs Dareau's hours have been increased.

As a result of all this, several staff members have been spending time on training new staff and this will go on – but that is time well spent. Miss Finlayson is now able to spend much of her time on the highly skilled task of building up the **National Word Collection**. Mrs Martin intersperses her administrative tasks with further processing the **Word from the Weans** material collected by St Ninian's Primary School on Stirling. **Outreach** has taken a bit of a backseat as we are now concentrating on the re-editing of the *Concise Scots Dictionary*, but Dr Grant has been maintaining the profile of SLD as far as Place-names studies are concerned – watch out for the forthcoming *Pocket Guide to Scottish Place-names*, published by Richard Drew. Mrs Cairns has been teaching **Proof-reading Courses** to Postgraduates at the University of Edinburgh. These courses have proved popular with the students and lucrative to this organisation. I have also been teaching Grammar and Writing Skills to Postgraduates

and Language Literature and Media to LEAPS, which again all helps to generate income. A further grant from the Scottish Arts Council has enabled us to undertake a partial re-branding and we now have a logo and new leaflets. Additional publicity material is in preparation.

We are now back on track to complete the re-editing of the CSD within five years. We will be very happy to see the DSL being taken forward, if not at the same speed as the OED, at least with the same intentions. We hope the new Outreach and Education officer will raise our profile in Scotland and overseas and will compensate for the temporary lull in schools and community outreach. It has been an exciting and sometimes nerve-racking year. As ever, the support of the board has been invaluable and the staff have risen stalwartly to all the challenges.

5. **Treasurer's Report** (Mr Mack)

Regular attendees at the AGM will know that SLD's Accounts are produced by our Auditors, Baker Tilly. The Auditors produce the accounts from the Financial records which we keep and they are satisfied that the Accounts are a true reflection of the financial position of the Company. The Accounts have also been examined by the Independent Examiners who are a separate division within the Auditors and the Accounts once approved at this AGM are in an acceptable format for submission to the Office of the Scottish Charity Regulator (OSCR) which is the statutory regulator of the charity sector in Scotland.

This year, once again, the Accounts were made available on the SLD website in advance of the AGM.

As mentioned at previous AGMs, throughout the Accounts, Directors are referred to as Trustees. This may appear strange in the case of SLD but it is in accordance with The Guidance issued by OSCR which defines the governing body of a charity as 'charity trustees' whatever their title whether it be Director, Committee Member etc.

In the Trustees' Report, on Page 7, Section 5, the Financial review provides a summary of the principal funding sources.

The main source of funding was the Scottish Arts Council and the Grant for 2008-09 was £116215.

Overall Income as shown on Page 8 under Incoming resources was £147992.

As shown on Page 8 under Total Resources Expended and expanded upon on Page 11, Note 5, the bulk of the Total Expenditure of £141699 was Employees' Salary costs of £124068 with Rent of Premises of £10286 being the next largest area of expenditure and the remaining £5536 being day to day running expenses and the Auditors Fee of £1809.

The final outcome as stated at the foot of the Income and Expenditure Account on Page 8, was that by the end of the 2008-09 financial year the total incoming funds exceeded the outgoing funds by £6293. As a result of the balance of £4822 brought forward from the previous year, £11115 funds remained. The year ended well financially.

Now, looking to the current year.

As mentioned in the Risk Statement on Page 3, Section 2.6, the SAC grant has been withdrawn for the present 2009-10 financial year but SAC agreed to provide temporary funding for the first six months from April 2009 to September 2009 of £57955.

The Scottish Government has offered a grant-in-aid of £200000 for 2009-10 with the same amount planned for 2010-11, and the intention to continue funding thereafter. This is very good news and credit

is due to Professor Kay and Dr Robinson for the great deal of effort they expended in achieving this extremely successful outcome from discussions with the Scottish Government.

The forecast for the 2009-10 financial year shows a very strong financial position mainly due to the funding commitment from the Scottish Government. I am very pleased to be able to say that the significant uncertainty on the financial future of SLD as reported last year at this time has been resolved and I think it is safe to say, that from a financial viewpoint, SLD can look forward with confidence.

There were no questions.

6. ORDINARY RESOLUTIONS

Ms Finlayson reported that 3 proxy votes have been received, all of whom voted for all the resolutions. Professor Kay said that, as Professor William Gillies has now retired and has resigned from the Board, the Board proposed Professor Roibeard Ó Maolalaigh, Professor of Gaelic at the University of Glasgow to replace him as a trustee to maintain SLD's link with the Gaelic Dictionary and other Gaelic projects. William Mack is standing down as Secretary and Treasurer of the Company and this AGM but, if re-elected, will retain his seat on the Board.

Resolution 1 – That the documents comprised in the Accounts be received.

It was agreed that the accounts be received.

Resolution 2 – That Matthew Fitt, who retires by rotation, be re-elected as trustee of the Company.

There was no requirement for a vote and the resolution was passed.

Resolution 3 – That Christian Kay, who retires by rotation, be re-elected as trustee of the Company.

There was no requirement for a vote and the resolution was passed.

Resolution 4 – That James Lonie, who retires by rotation, be re-elected as trustee of the Company.

There was no requirement for a vote and the resolution was passed.

Resolution 5 – That William Mack, who retires by rotation, be re-elected as trustee of the Company.

There was no requirement for a vote and the resolution was passed.

Resolution 6 – That Scott Rae, who retires by rotation, be re-elected as trustee of the Company.

There was no requirement for a vote and the resolution was passed.

Resolution 7 – That Liz Small, who retires by rotation, be re-elected as trustee of the Company.

There was no requirement for a vote and the resolution was passed.

Resolution 8 – That Christian Kay be re-elected Convener of SLD.

The resolution was approved.

Resolution 9 – That James Lonie be re-elected Depute Convener of SLD.

The resolution was approved.

Resolution 10 – That Roibeard Ó Maolalaigh be elected as trustee of the Company.

The resolution was approved.

Resolution 11 – That Baker Tilly CA be appointed as auditors of the company and to authorise the trustees to fix their remuneration.

Mr Mack declared himself satisfied with Baker Tilly and nominated them to be appointed as auditors.

The resolution was passed.

7. AOCB

Professor Kay said that with the retirement of Mr Mack as Company Secretary/Treasurer, the Board has appointed Mr Lonie to take over this role.

In presenting Mr Mack with a token of SLD's appreciation of his service to SLD, and its predecessor organisation SNDA, over the past 10 years, Professor Kay said that SLD has very much appreciated having his steady hand on the tiller, especially during the recent difficult patch. Mr Mack replied that he had very much enjoyed his time as Secretary/Treasurer and, although the work had been exciting at times, he was sad to go, as he had enjoyed meeting the all people connected with SLD.

10. **Vote of Thanks** (Professor Corbett)

Professor Corbett proposed the vote of thanks. He thanked SLD staff for holding their nerve during the preceding difficult times and was glad that their valuable work has at last been recognised. He thanked Dr Robinson and Professor Kay for their efforts in bringing this about, and Professor Kay for conducting the AGM. He also thanked SLD staff for providing the refreshments which were to follow this meeting.

The accounts were signed and dated by Professor Kay and Professor Corbett.