

IGDA Scotland Board Meeting

11th November 2013

Meeting held over Skype voice call

Minutes

Andrew Macdonald (**AM**)

Minutes Reviewed

AM, LD, LK

Attendance

Present

Luke Dicken (**LD**), Andrew Macdonald (**AM**), Lindsay Kirk (**LK**)

Apologies

Brian McDonald (**BM**)

Election Results

The term of all current board members ended in November, leaving 4 board seats open for election. At the close of nominations, 4 candidates were nominated for election: Luke Dicken, Brian McDonald, Andrew Macdonald & Lindsay Kirk.

At the close of the voting period, the chapter had 9 voting members in good standing. A total of 3 members voted, resulting in a voter turnout of 33%. All candidates received 3 votes each. Following the election, all 4 candidates won their seats, and the new board of directors is: Luke Dicken, Brian McDonald, Andrew Macdonald & Lindsay Kirk.

Outgoing Directors

The board would like to extend a warm thank you to outgoing director Romana Ramzan, who decided not to seek election to another term. We wish her all the best, and hope to see her at future chapter meetings.

Election of Officers

LD gave an overview of the officer positions as laid out in the Bylaws, and discussed the relevant duties that each position would likely require.

As he was absent at the time of election, **BM** is considered to have abstained on all votes.

Chair: Gives active direction and holds control of the business and affairs of the chapter.

LD nominated himself for the position of Chair.

3 votes in favour (**LD, AM, LK; BM** abstains). **LD** elected chair.

Secretary: Takes minutes during board meetings, posts notices in accordance with the Bylaws, and keeps chapter records and documents.

AM nominated himself for the position of secretary.

3 votes in favour (**LD, AM, LK**; **BM** abstains). **AM** elected secretary.

Treasurer: Responsible for and oversees the chapter's finances through accurate bookkeeping and accounting.

LD nominated himself for the position of treasurer.

3 votes in favour (**LD, AM, LK**; **BM** abstains). **LD** elected treasurer.

Appointment to unfilled seats

In accordance with the chapter's bylaws, the board may appoint members to the board, provided that no less than 51% of the board are elected individuals and no more than 49% are appointed seats. This allows the current board to appoint up to 3 additional individuals to the board. Possible candidates were discussed, and a loose shortlist was produced, to be considered at the next board meeting.

Upcoming Events

Annual General Meeting

LD discussed the plans for the AGM, to be held on 13th November at the Admiral Bar, Glasgow. As of the board meeting, there were 31 registrations on Eventbrite. Meeting will serve as the director's report, reviewing the year for the members. Volunteers are in place. Meeting will be filmed and uploaded online for the benefit of members unable to attend.

UKIE have agreed to sponsor the bar at the AGM, in exchange for UKIE's branding appearing in the meeting's marketing/promotional material, and a feature in the presentation slides.

Launch Conference

Plans are in place for a live stream of the Launch Conference in the Hannah Maclure Centre, Dundee from 21st to 22nd November in association with the University of Abertay Dundee, pending final paperwork still to be completed by the Abertay.

Living local to the area and being an Abertay student, **AM** agreed to take ownership of the event. The decision was made to primarily market the event at Abertay students directly, through the use of an Eventbrite promo code, instead of promoting indirectly through IGDAS.

GamesWest

LD discussed plans for the event. Transport from the airport still needs to be arranged for speakers travelling long distances. **LD** to liaise with Daniel Livingstone at UWS for what final support is required to deliver the event.

Jobs Board

Within the first week, the new Jobs Board saw the posting of 9 job vacancies within the Scottish games industry, and over 200 unique visitors (according to Google Analytics, and lower than actual number). These numbers are both expected to continue rising as word and interest continues to spread. An update on the Jobs Board will be made at the AGM.

AM suggested a number of improvements that might be made to the system and agreed to take point on working with the volunteers to oversee the Jobs Board.

2014 Planning

Sponsorship

LD summarised a meeting with a contact about developing better infrastructure for sponsorship, the broad summary of which was to think bigger and work towards a more sustainable funding model for the chapter rather than living meeting-to-meeting. The board will working together to put a better sales proposition in place for 2014 with sponsorship options available targeting multiple price points.

Events

In order to better support the chapter's events throughout the year, the board seeks to select and book all venues for 2014's meetings in advance soon. At present, each Edinburgh meeting costs the chapter £100 for the use of the TechCube. **LK** offered to scout other potential (and preferably free) meeting venues in the Edinburgh area. Other potential venues for Glasgow's meetings were also discussed, to be investigated further by **LD** and **LK**.

As usual, the board agreed to not attempt to hold an event in January, instead supporting the Global Game Jam / Scottish Game Jam events. Additionally, another "play party" roundup of the Jam was discussed, to be held during February. Due to the success of the Dundee GGJ site, and **AM** being available, it was suggested that this event might be held in both Dundee and Glasgow for 2014.

Action Items

- **Board**
 - Consider possible candidates for appointing to the board
 - Consider sponsorship options
- **Luke Dicken**
 - Prepare AGM
 - Liaise with Daniel Livingstone at UWS regarding GamesWest
- **Lindsay Kirk**
 - Scout out possible alternative meeting venues in Edinburgh
- **Luke Dicken and Lindsay Kirk**
 - Discuss and locate possible alternative meeting venues in Glasgow
- **Luke Dicken and Andrew Macdonald**
 - Launch Conference
 - Ensure all documentation is filed and bookings are made at Abertay
 - Establish line of communication with Launch organisers for livestream
- **Andrew Macdonald**
 - Launch Conference
 - Promote event to Abertay students

- Seek volunteers from IGDAS list
- Setup and run each day of event
- Contact jobs board volunteers and discuss future development
- Prepare minutes of board meeting