



Minutes: Annual General Meeting 2025

Saturday 27 September 2025

1. Welcome and Opening of Meeting

The meeting was opened by the Co-Chairs, Judith Winter and Kate Janik-Smith, who welcomed members, trustees, staff, and attendees to the Annual General Meeting.

The Co-Chairs reflected briefly on the year, noting continued growth, creativity, and community connection across Forgan Arts Centre, and thanked members for their continued support and participation.

2. Present & Apologies

Trustees Present

- Kate Janik Smith
- Judith Winter
- Cllr Jonny Tepp
- Trudy Cunningham
- Drew Hemment

Apologies

- Gilbert Valentine

Members and staff in attendance were welcomed. The Co-Chairs confirmed that the meeting was quorate and could proceed.

3. Voting Process

Members were informed of the voting process. Ordinary Members eligible to vote had been issued with voting tokens and were advised that voting would take place during the relevant agenda items.

4. Approval of Previous AGM Minutes

The minutes of the previous AGM were presented for approval.

Decision: The minutes were approved as an accurate record of the meeting.

5. Co-Chairs' Report

Kate Janik Smith and Judith Winter presented the Co-Chairs' Report.

Trustees reported positively on the performance of the charity during the financial year and expressed confidence in the organisation's future direction.

Thanks were extended to staff, artists, tutors, volunteers, funders, partners,



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and the wider community for their continued contribution to Forgan Arts Centre.

The Co-Chairs reflected on the continued development of Forgan's identity as an "Arts Centre as a Garden", supporting creativity, learning, and community participation across generations, while providing opportunities for both amateur and professional artists, makers, and designers.

Members were updated on staffing developments, including Director Jen White commencing maternity leave during the year. Congratulations were noted on the birth of her daughter. Trustees acknowledged the uncertainty facing the cultural sector and welcomed the successful award of multi-year funding from Creative Scotland in early 2025, strengthening organisational sustainability and informing the development of the organisation's Business Plan 2025–2028.

The appointment of Teri Laing as Interim Director was highlighted. Trustees noted Teri's contribution in providing continuity and leadership during a period of transition and supporting growth across curatorial, artistic, operational, and volunteer engagement roles. Particular thanks were extended to Kenny Christie, Helena Simmons, and Lorna Hunter for their work supporting the organisation.

The meeting heard updates on programmes and projects delivered throughout the year, including the Alternative (Art) School, Gardening for the Future, seasonal festivals, artist residencies, and the continued development of the Gardener's Cottage as a teaching and residency space. New members of staff, were welcomed: Rowan Lear Curator and Kirsten Wilson, Programme Producer: Learning & Engagement.

Trustees reported that all ten artist studios remained fully occupied and noted continued growth in workshops and classes across traditional and contemporary craft and art forms.

The Co-Chairs also reflected on governance developments, noting that the co-chair model continued to strengthen decision-making, inclusivity, and succession planning. The annual Board and staff away day at the V&A Dundee was highlighted as an opportunity for strategic reflection and planning.

6. Treasurer's Report & Approval of Accounts

The Treasurer's Report was presented.



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Members heard that, despite a challenging financial environment, the organisation had performed strongly. Self-generated income increased by 19% to £202,000, alongside approximately £250,000 in grant income secured during the year. Ongoing support from key funders including Fife Council and Northwood Charitable Trust was acknowledged. Deferred income had also been secured for future projects.

Members noted that unrestricted reserves remained healthy and in line with recommended contingency levels. The annual accounts had been reviewed and signed off by the External Examiner and submitted to OSCR ahead of schedule. Trustees reiterated the organisation's commitment to Fair Work principles and fair artist pay.

The meeting also noted that Ailsa McKenzie would be stepping down from the role of Treasurer. The Board formally thanked Ailsa for her service and contribution to the organisation.

Decision: The annual accounts were approved.

7. Re-Election of Trustees

Biographies for Trustees standing for re-election had been circulated in advance.

The membership approved the re-election of Trustees.

Decision: Trustee re-elections approved unanimously.

8. Any Other Business (AOB)

Capital development plans for the site were briefly discussed. Trustees noted a staged and priority-based approach to development, with immediate focus on maintenance and repairs to the kiln house and environmental improvements to the Gardener's Cottage. Members were advised that further updates would follow as plans developed.

No further business was raised.

9. Date of Next AGM

It was agreed that the next AGM would take place on Saturday 6 June 2026 subject to confirmation.

The meeting closed with thanks to all attendees for their continued support of Forgan Arts Centre.