A picture containing drawing

Description automatically generated**Directors Meeting 26th May 2022**

**meeting number 22-23 02**

**minutes**

Present in person: In attendance in person:

Present by Zoom: In attendance by Zoom:

Marie-Luise MacDonald - (MLM) Becky Dacre – Administrator (BD)

David John Cameron (DJC)

Fiona Cameron (FC)

Gillian King (GK)

Apologies:

Tracy Cameron (TC)

The Board was reminded that the meeting is confidential and may only be recorded with the consent of the Chair and in the full knowledge of all participating parties. Any such recordings must be destroyed when no longer required to serve the sole interests of the charity. (Quorum is 3 Trustee-Directors). The meeting was not recorded.

**Approval of minutes & notes of last meeting(s) chair**

The confidential record of meeting 22-23 01 formal minutes were approved and can be published.

1. Matters arising & not dealt with in this agenda Chair

**A Financial report** . **DJC**

There was no updated financial record due to staff absences.

**B E-bike** project update. MLM has reviewed agreement and has a query. MLM to speak to BD about this later. BD has put in an application for grant funding to the cycling friendly community programme (Cycling Scotland). This includes £640 for bike accessories / £2,800 for a bike shelter for outside the centre, £630 for bike maintenance and teaching bike maintenance sessions / £485 for basic tool kits for the centre. Hopefully we will be informed of outcome in June.

**C Change of bank account –** DJC said this is to be investigated next month when all the grant funding has passed through the bank accounts. BD raised concerns over changing from a bank with a proven ethical policy to one which may invest money in unethical businesses/enterprises. The matter of being unable to bank all amounts of cash at the Post Office is a minor issue. BD thinks it is best for ACC to follow ethical practice where possible.

**D Electricity contracts –** BD dealing with Consultiv Utilities to get prices but none back yet.

1. Correspondence

None this month

1. Monthly Newsletter / De Tha Dol entries

Consideration of news item for the next edition of the De Tha Dol? **Deadline 20th June** for July edition. If a date can be fixed, agreed it would be good to include closure of centre for upgrades etc? Play park – FC to do play park piece for De Tha Dol? Also suggested was just an overall outline of who company is and what it does.

1. Membership applications/changes / board & officer appointments

No new member applications. Discussion about need for more directors again.

BD announced that she would like to retire from administrator post this Autumn. BD

1. Asset management - Investment Properties – café, Na’vi & house

A Café repairs – Unsure whether fire alarms etc are in place yet. BD to check. Fire safety risk assessment to be finished when work on kitchen/alarms complete. To let tenants have copy of assessment and their responsibilities. MLM to drop off original leases at office.

B List of contractors for maintenance – TC to do

1. Asset transfer – Community Centre PK/DJC

Project Worker report – No update as PK not in office till 15th June. Feis booked into centre in July.

1. Subcommittee Reports
   1. Compliance, Governance & Financial DK

Board appointments

DJK to do accounts with LM when she is back.

* 1. Community Centre Operations DJC

Progress report including building maintenance, ongoing repairs etc Some groups back in centre.

Proposed developments – Hearing loop? No progress

* 1. Play Park project FC

Publicity & fund-raising initiatives. Progress so far. Fundraising complete and enough to purchase equipment! Order is in to Scotplay. Paid half to them so far. Hoping for November completion. Directors want completion/opening to join with celebration of ACC 21st anniversary. To wait for confirmation of dates from contractors. Week on Monday the Ardnamurchan Distillery is to start selling bottles of whisky with profits to play park.

Asset transfer ongoing. MLM No word recently.

* 1. Grants & Charity Fund raising - consideration of offers of donations to the charity (if any) & inviting Gift Aid donations

No progress to report

* 1. Risk evaluation & monitoring

The Board considered that there were no material changes in the circumstances in which the charity is operating and that the current policies remain appropriate and adequate.

1. AOB

Payslips – TC doing

1. Date of next meeting

the next meeting was set for 19:30 on 30th June- the meeting closed at 8.30pm