

Minutes of Board Meeting
Held on Tuesday 24th January 2023
At Millennium Hall, Invermoriston

Board Directors present	Felix Paterson (FP) – Chair, Helen Clay (HC) – Vice chair, Elizabeth MacEachen (EM), Lorn MacKay (LM), Chris Nelson (CN), Lynne West (LW), Michael Alvey Anderson (MA), Fiona MacCormick (FM), Patrick Ungless (PU), Catriona Watson (CW), Frances Mansell (FMM), Kelvin Hill (KH)
Apologies	
Also in attendance	Ian Leaver (IL) - Chief Officer, Paul MacIntosh representing grant applicant for item 7 only
Minute Taker	Karen Edwards (KE) - Office Manager

Item	Minute	Action
1.	Welcome and Apologies FP welcomed everyone to the meeting and thanked Directors for their time. No apologies were necessary. FP explained that Ian Borrett had made the decision to resign as a Director.	
2.	Minutes of the meeting held on 13th December 2022 These were confirmed as a true record. Proposed by HC and seconded by LW	
3.	Matters arising from minutes not on agenda. <ul style="list-style-type: none"> FP spoke to the chair of the community council about the assets that they would like taken over. It was confirmed that the area at Inchnacardoch Bay includes the land and slipway only, no water. Concern was expressed about the state of the slipway and access road and the potential cost to the community company of repairs to make it safe. It was agreed that HC would investigate what happens to it if the Community Company will not take it on. The piece of old railway line will not be pursued as access is an issue and there is no obvious community benefit for it. Cost of Living grants. FP explored the possibility of a 3rd party managing the scheme for us, but this was not an option as the potential partners scheme was not compatible. We will continue to publicise this grant. 	

7.	<p>This item was brought forward so that Paul, a member of Steering Group, could present the project to the Board.</p> <p>Grant</p> <table border="1" data-bbox="320 226 1219 454"> <tr> <th colspan="3">Glenmoriston Millennium Hall Community Association</th></tr> <tr> <th>Grant Ref</th><th>Requested</th><th>Decision</th></tr> <tr> <td>G158-2022</td><td>£38,242</td><td>Approved</td></tr> <tr> <td colspan="3">For: Set up and first year running costs for community shop.</td></tr> <tr> <td colspan="3">Conditions: That the lease and payroll elements will be paid in quarterly instalments</td></tr> </table> <p>Paul and LW presented the case for the shop and explained that they intend ultimately to become a Community Benefit Society and sell shares, the Community Company would be welcome to become a shareholder. The grant would allow the group to get the shop up and running this year and take its time to prepare for the changes for next year.</p> <p>Concern was expressed at the reliance on a small number of volunteers but Lynne and Paul were able to reassure that other funding was being sought for additional paid staff and also that they believed that once up and running others would come forward to extend the volunteer pool. They also explained that as this is essentially for Community Benefit they are not intending to make money just break even. They will rely on making money in the tourist season to support the off peak times.</p> <p>After much discussion around the potential future of the shop the Board unanimously supported the grant and wished the project every success. LW did not vote due to conflict of interest.</p> <p>Paul then left the meeting.</p>	Glenmoriston Millennium Hall Community Association			Grant Ref	Requested	Decision	G158-2022	£38,242	Approved	For: Set up and first year running costs for community shop.			Conditions: That the lease and payroll elements will be paid in quarterly instalments			
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4.	<p>Staff salaries</p> <p>IL and KE left the room for this discussion. The Board agreed the recommended pay increases in line with the Living Wage rates. Adjustments were made for those above the minimum wage to reflect the different roles.</p>																
5.	<p>Approve a loan for the start up of Tarff Trading</p> <p>IL gave an update on progress of the purchase and intended dates for taking over. He explained the initial costs that needed to be covered until the store starts to create an income of its own. He recommended that the Board grant an inter-company loan of £60K. (Following the meeting and advise from accountants it was agreed that this should be interest free)</p> <p>The loan was agreed unanimously.</p> <p>IL talked about signage and it was agreed that the word Hardware must appear somewhere.</p> <p>IL also recommended that no bike hire is offered initially to give time for things to settle. He explained that bike hire may distract from the core business and would require additional staffing.</p>																

6.	<p>Purchase of Caretakers Van</p> <p>As it is not possible for the community Company, or anyone associated with it, to purchase the van from the lease company West End Garage have been approached to purchase it and then sell on to ourselves. They have confirmed they are happy to do this. The quoted price currently is £16,600. The Board unanimously agreed to purchase it.</p>	
8.	<p>AOCB</p> <ul style="list-style-type: none"> • MiDAS Training – The Board approved an additional 4 drivers to undertake this training for the school minibus. • D1 & Midas – KE had been approached by another group who would like to use the bus but do not have a qualified driver. However, the cost for both is very high, £1500 and it was felt there were too few beneficiaries. It was suggested that they initially ask one of the existing volunteer drivers when they need someone and see how that goes. • Ness News – FP had been asked by a member of the community if recompense could be made to Deirdre MacKinnon for the time she invests in producing the magazine. As the amount of time varies each time it was agreed by the Board that she could claim £250 per publication. • Public Toilets in Fort Augustus – HC asked the Community Company to consider taking these on and managing them. They are not being maintained properly and are suffering vandalism. She explained that they reflect badly on the community. It was agreed that there is currently no capacity for this project however it should be considered again in the future. • Chief Officer updates – IL advised that he had now heard from Scottish Canals about Glentarff House for the first stage of the process. They now have until May to respond for the next part. • The first E Car arrives on Friday. • He is meeting the NHS next week regarding the potential dentist using part of the medical centre. It was emphasised that as the NHS lease the entire building all that the Community Company can do is facilitate a discussion. If that fails other venues may need to be considered. • He will be applying to FERN for funding for a Development Officer to progress projects for the Old Convent Land. • Waste bins at Christmas – LM asked that some cover be provided to empty these over the Christmas period in future. • Confidentiality – It was agreed that unless something was specifically said to be confidential Directors are free to discuss decisions made with the public. However, this should be done tactfully and without exposing anyone to abuse. 	

	<ul style="list-style-type: none"> • Communication -PU expressed concern that the community does not know what the community company is doing. It was confirmed that the website is due to be updated this year. Given that there is a significant contribution to Ness News each issue, Facebook posts are regular and posters are used on all noticeboards no conclusion was reached about what more might be done. • Laundry facility – FM suggested that a laundry facility could be set up at Tarff Trading. 	
	Date of next meeting 21 st February – Venue TBA	