

**Minutes of Annual General Meeting  
Held on Tuesday 21<sup>st</sup> November 2023  
At Fort Augustus Village Hall**

<b>Board Directors present</b>	Felix Paterson (FP) – Chair (Virtual Presence), Helen Clay (HC) – Vice chair, 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)
<b>Apologies</b>	Elizabeth MacEachen (EM)
<b>Also in attendance</b>	Karen Edwards (KE) - Operations Manager, Donna Green (DG) – Finance Manager, David Jeffcoat – Auditor (DJ), Chris Rose (CR) – Convent Land Development Officer
<b>Minute Taker</b>	Simon Canning (SC) – Admin Officer

<b>Item</b>	<b>Minute</b>	<b>Action</b>
<b>1.</b>	<b>Welcome and Apologies</b> HC welcomed everyone and introduced the directors. Apologies were made on behalf of EM.	
<b>2.</b>	<b>Chair's Report</b> HC summarised the grants funded to community groups and the completed and current projects including the staff and distribution of responsibility for the team. HC announced FP and EM are standing down. FP thanked EM for her contribution over seven years. FP also thanked the board of directors for their valued input.	
<b>3.</b>	<b>Directors Elections</b> It was confirmed FP and EM are standing down and are not seeking re-election. LM announced standing down and wished to stand for re-election. FMM & KH were previously co-opted and were standing for election. CN proposed the election of all 3 and Deirdre MacKinnon seconded. The members agreed unanimously. The board thanked FP for his contribution and hard work over the years.	
<b>4.</b>	<b>Adoption of the accounts for the financial year ending 31<sup>st</sup> March 2021.</b> DJ from the accountants, Alexander Sloan, presented the accounts via Microsoft Teams. DJ explained that the audit had found everything to be in order and all information had been	

	<p>supplied as required. He confirmed that Alexander Sloan found the accounts to be a fair and true reflection of the company's affairs.</p> <p>DJ explained that rental monies represented 12% of the company's income and grants represented 42% of the company's expenditure.</p> <p>DJ announced a decrease in the bank balance which is attributed to the purchase of the Tarff Trading building.</p> <p>No questions were asked by members so DG asked them to approve the accounts. LM proposed and LW seconded.</p>	
<b>5.</b>	<p><b>Appoint the Reporting Accountant for Financial Year Ending 31<sup>st</sup> March 2024</b></p> <p>DG asked the members to approve the appointment of Alexander Sloan as the reporting accountant for the year 2023/24. LW proposed and CW seconded.</p>	
<b>6.</b>	<p><b>Operations Manager Report</b></p> <p>KE talked about the work CR has been undertaking in the Convent Land in addition to the plans for its development. She also highlighted the new products being offered by Tarff Trading as a result of suggestions from the community.</p> <p>KE explained that some renovations were required to bring the new property in Invermoriston up to the same standard as other Community owned properties. These works are nearing completion, and the new tenants are expected to take residency in December.</p> <p>An update was given on the properties for which a Community Asset Transfer is being undertaken. Both Glentarff House and Memorial Hall should come into Community Ownership next year if all goes well.</p> <p>KE went on to announce that the Community Council have asked for a new Community Action Plan as the current one is due to expire. At the same time, work will begin on a Local Place Plan which is a new report introduced to allow communities to express their priorities for the future development or use of land and buildings. Both plans require community consultation, so it makes sense to tackle both at the same time.</p> <p>The meeting was then closed.</p>	