

Mull and Iona Community Trust

Minutes for the 139th Directors Meeting at the Craignure Village Hall on the 11th May 2009

Meeting Started 8.15pm

1. Present: Derek Crook (DC), Sandy Brunton (SB), Donald MacLean (DM), Crawford Morison (CM), Chris Baker (CB), Christine Gash (CG) & Sue Royle (SR)

In Attendance: James Hilder (JH), Vanessa Moore (VM), Mairi Greig (MG)

Apologies: Maureen Dehany (MD), Susie Calderan (SC), Michelle Cowe (MC), Mike Story (MS), Babs Whyte (BW)

4. “Meet the Team” – Mairi Greig

In response to item 4.5 from the minutes of the 20th April it was decided to invite a different project staff member to each Board meeting to discuss their work.

The Board welcomed Mairi Greig Project Manager for the M.E.S.S (Mull & Iona Environmentally Sensitive Solutions) Project. Mairi handed the Board a progress report and proceeded to discuss how M.E.S.S started, the activities they currently operate, developments in the project and any challenges they have faced and are currently facing. Mairi and her team of staff and volunteers were congratulated on the success of the project by the Board

2. Minutes of 20th April – Typing correction noted to item 4.3, of/on. Proposed by DC and Seconded by CM.

3. Financial update

3.1 Management Accounts & Year End

Vanessa gave an update on the current Bank Balances, Creditors and Debtors.

The Board agreed that they would like to see a projection report detailing cash flow for the year & budgets. This would enable them to gain a better understanding of the financial future of the Trust. **Action VM**

It was agreed that James Hilder & Mike Story (Treasurer) would meet and look at finances in a more strategic manner detailing forward planning and future finance for the Trust. **Action JH & MS**

There was mention of the Community Investment Fund and it was agreed that more detail of the Fund would be brought to the next meeting **Action SB & DC**

3.2 Ratification of Expenditure

None.

5. Matters Outstanding

5.1 Review Updated Strategy Day Framework – Section 1

- The Framework had been updated and distributed to the Board.
- It was agreed to review one section of the Framework in each meeting.
- The Strategic Area of Infrastructure was reviewed, making special note of the Objectives that have been added since the Strategy Day in February and those which have been taken out.
- It was agreed that the 2030 Initiative had been moved forward because of its shorter timescale. It was agreed that it should become a regular Board agenda item such as its importance to the island.
- It was agreed that the Board would get the Strategic Plan developed and for the Trust to continue to influence with housing.

5.2 Review linked External activities of Staff and Board

- It was agreed due to the restricted time this would be put back until the next meeting.

5.3 Establishing “Communities Work” – review of Mem and Arts

- It was agreed due to the restricted time this would be put back until the next meeting.

5.4 Glossary of acronyms

- A glossary of the Trusts acronyms was distributed for review by the Board. The Board were asked to review the list and make additions where required. All changes to be emailed through to Vanessa. **Action All**

5.5 Mull Butchers Shop

- James circulated a written report to the board to advise on the outcomes from JH and SB’s recent meeting with J. Wilkie, J Mitchell and D MacLean of Mull Butchers.
- The Board were advised that issues that had been raised were largely shown as misunderstandings as Jim Wilkie didn’t have all of the appropriate paperwork to warrant the accusations. D. MacLean and J Mitchell had seemed keen to draw a line under the matter. J Wilkie had deferred judgement.
- The meeting finished with action points. JH had apologised for missing the typo on the Novation (he will ask solicitors to correct with a ‘back letter’ and it was agreed to prepare a letter, to be agreed by both sets of accountants pertaining to the asset transfer for the avoidance of doubt. JH will hand over any remaining MBL paperwork. J Wilkie will hand over any MICT paperwork.
- The Board recognised all of James’ hard work and thanked him on behalf of the Community Trust.

- It was noted that there were lessons to be learned from the outcome of the Incident. The Board agreed that it was important not to let basic protocol slip when working with groups.
 - ❖ Agreements had been made verbally and not written down.
 - ❖ Assumptions were made.
- James will evaluate this experience and circulate 'Lessons Learned'. **Action JH**
- James advised the Board that due to the resignation of John Mitchell, that there was now an opening for a Community Trust Director on the Mull Butchers Board.
- Christine Gash accepted the opening as the new link between Mull Butchers and the Community Trust.

5.6 CBRC Meeting on Energy Systems 28th May

- The Board were advised of the up and coming Business Centre Meeting / Discussion on Energy Systems for the new building. Crawford Morison, Derek Crook, Sandy Brunton and Donald MacLean to be present. All other Directors welcome to attend as we will need a quorum to avoid decisions being deferred to next Board meeting.

6. Working Group Updates

It was agreed that due to the restricted time these items would be put back until the next Board meeting.

Vanessa to speak with Mike Story & Chris Baker about Video Conferencing through MSN in an attempt to bring the Sub Groups closer together; perhaps to organise a lesson for all Directors. **Action VM**

6.1 Fundraising

- Sue Royle to join the Fundraising Group which comprises of Michelle Cowe, Christine Gash & Babs Whyte.

6.2 Membership

- No discussion

6.3 PR / PI

No discussion

7. Personnel Sub Group Issues – April wage review

- A spreadsheet forecasting the cost of 1%, 2% and 3% pay increases was tabled. After much discussion it was agreed by the Board that the wage review should be taken in 2 stages for all staff pre April 2009. The first stage being a 3% increase for 2009/10 (for staff employed before the new financial year) as this was in most of the budgets already, and the second stage would be a complete salary review.
- It was agreed that the second stage would be a complete review to the staff salary system. . Some employees may see their salaries increase in order to work towards a more equitable basis for setting salaries but it was confirmed that no-one would have a decrease under the review. We will use the EVH Guidance, as HIE unable to support the costs of specialist advice until full support package is agreed.

8. Community Council Update

Sue Royle advised the Board that there has not been a Community Council Meeting since the last Board meeting so there was no update given.

9. Correspondence

10. Members Forum

There were no members present.

The meeting closed at 10.50pm. Chairman thanked everyone for attending.

The next meeting will be on the 15th June at the Craignure Village Hall