

Mull and Iona Community Trust
Minutes for the 241st Board Meeting
An Roth Community Enterprise Centre, Craignure
Monday 8th January 2018

Meeting Started at 19:30

Present: Derek Crook (DC), Chris Baker (CB), Steve Ohlsen (SO), Sandy Brunton (SB), Ian Jones (IJ), Caroline Wood (CW), Gemma Paterson (GP) and Alex Stevens (AS).

Apologies: Rob MacManaway (RMacM), Alexa Kershaw (AK) & Tom Corbett (TC)

In Attendance: Moray Finch (MF), Dot Stewart (DS), Vanessa MacLean (VML) & Laura Percy (LP)

1. Welcome, Apologies and AOB

- SB welcomed everyone to the meeting, particularly the newer directors.
- Apologies were received from RMacM, AK and TC.
- MF and SB received notification from Tom Corbett prior to the meeting that he had resigned from the Board. SB thanked TC for his input and particular involvement with Ardura Forest.
- Andrew Robertson and Emma Alecock also resigned. The board thanked them both for their contribution during their time on the board.
- AOB – Fionnphort path funding applications, Ardura, Membership (including young members), Director recruitment.

2. Approve Previous Minutes of Mon 11th December, Fri 15th December and Wed 20th December.

- The board discussed how to minute director absence at meetings and it was decided to leave the process as it is. CB suggested that directors who couldn't attend but had read the documentation or had a point to raise, should have their comments noted in the minutes.

Correction & approval of Minutes of 11th December

- Sea Eagle Partnership report should say 'nothing to report' not 'no report'.
- Caroline Wood proposed and Ian Jones seconded.

Correction & approval of Minutes of 15th December

- No corrections. Approved by Chris Baker, seconded by Ian Jones.

Correction & approval of Minutes of 20th December

- No corrections. Approved by Chris Baker, seconded by Alex Stevens.

2.1 Review actions from previous minutes

- **11th December:** 1 done, 2 can be done but hasn't been done yet, 3 done, 4 done, 5 done, 6 done.
- **15th December:** all complete
- **20th December:** all complete

2.2 Matters Arising from previous minutes

- None

3. Declarations of Interest

- SO, whilst not on the committee, is actively involved with Pennyghael Community Development Association.

4. Finance

4.1 Finance Report

- VML's January Finance Report gave an overview for the first three quarters of the financial year and more details on MESS finance.
- Tobermory lighthouse path has passed its inspection but the claims haven't been paid yet so still showing a pressure on budget. Fundraising is going well through the BT My Donate page and Coop Fund.
- Vanessa explained the additional pressures on the An Roth / Core Budget for 2017/18 which would need to be included in the new Budget going forward.
- Since the last Finance report the following changes have been made:
 - Item 13 Ulva Build has been removed from the report as the first phase is now complete. Moray agreed to check retention on build with Helen.
 - Item 27 has been added to detail the trading aspect of the new houses.
 - Item 26 Ranger Calgary has been added due to the capital construction work on the fencing.
- MESS shops – slightly down in Craignure, slightly up for Bunessan but overall showing a better picture than originally forecasted.
- VML working on next year's budget over next few weeks. MF would like to get more staff input for this year.

Actions from Board Meeting

1. Meeting between MF, SO, AS & GP about MICE
2. MF, CW & AS to arrange meeting about younger membership
3. MF to circulate webinar details when rescheduled
4. SO, SB & GP to discuss funding
5. VML, CB & MF to discuss lighthouse path usage

- SO thanked VML for her clear notes and explanations.

4.2 Membership Numbers & Director Recruitment

- MICT currently have 302 Members
- Director recruitment – MF has a couple of people in mind that he will approach in the next few weeks. We need to recruit Directors with particular skills that we are now missing. SB suggested some social media posts which MF will try, but said a more direct and personal approach is usually more successful.
- Andrew Robertson has resigned from the Mull and Iona Community Enterprise (MICE) Board. MF to meet with AS, SO and GP to discuss whether they are able to step in.
- MF raised that by having an annual membership with a fee we lose some members every year as they don't renew, however there are also advantages in that the membership can be shown to be committed. To be put on agenda for a fuller discussion at the February board meeting. If any changes are to be made, we need to look at our articles and policies and make any changes in time for the 2018 AGM in November.
- Recruitment of younger members – MF is keen to recruit younger members (16 year olds) and will have a separate meeting with AS and CW regarding this.

5. Personnel

5.1 Staff Reviews

- ongoing
- SO volunteered to take on Staff Review coordinator role since Andrew Robertson resigned as well as other HR work including policies.

5.2 HR Review including Policy Approvals

- Ongoing and on agenda

6. Special Items

6.1 Issues List

- Very clear new format. No matters arising.

6.2 General Manager's Report

- MF took the Directors through his General Manager's report.
- MF to recirculate Community Land Scotland webinar details when they are rescheduled
- SLF and HIE coming next Wednesday 17th January – MF happy for Directors to attend if they have time.

6.3 Annual Salary Review

- VML to produce a paper for the next board meeting with the various options.

6.4 Dates and Times of 2018 meeting including AGM and Iona meeting

- Suggested dates circulated at the bottom of the agenda. It was decided to change the February meeting to 8th so that MF could attend.
- There is a preference for a day time Iona meeting in May, details will be checked with RMacM and discussed at the February or March meeting.

6.5 MICT Strategy

- Nothing to report.

6.6 Discussion of revenue generation ideas

- Postponed until next meeting
- SO, SB & GP to have a chat via email about exploring funding options.

7. Steering Group Reports

7.1 Ardura

- CW to step in to as a Board representative following Tom Corbett's resignation.
- Community consultation on Thursday 11th

7.2 Recycling Project

- Report Circulated

7.3 Childcare Project

- Nothing to report

7.4 Tobermory Lighthouse Path

- Report Circulated
- VML asked whether push-chairs should be restricted from using the lighthouse path to avoid erosion. CB and MF to discuss separately with VML.

7.5 Eagle Partnership

- Nothing to report.

7.6 Intergenerational Project

- Nothing to report.

7.7 Light Industrial Park

- SO to step in following Andrew Robertson's resignation.

7.8 MESS

- VML gave an update on recruitment for maternity cover urging Board to publicise the vacancy.

7.9 Ulva Housing

- Nothing to report.

7.10 Pontoon

- Nothing to report.

7.11 Ranger Service

- MF updated the board on Ranger Service personnel matters.

7.12 Fionnphort Path

- MF informed the board that there several funding applications will be submitted soon.
- SB suggested an update on the path on social media.

7.13 Mull and Iona Community Councils

- Iona Community Council representative not at the meeting.
- There is not a Mull Community Council representative currently on the Board.

Meeting closed at 22:00

**The next Board Meeting will be held at An Roth on Thursday 8th February at 7.30pm.*

Signed

Name

Date
