

**Mull and Iona Community Trust**  
**Minutes for the 263<sup>rd</sup> Board Meeting**  
**An Roth, Craignure - Monday 13<sup>th</sup> January**

*Meeting started at 7.30pm*

**Present:** Sandy Brunton (SB), Derek Crook (DC), Ian Jones (IJ), Hayley Gray (HG), Barry Whenman (BW)

**By phone:** Rob MacManaway (RM)

**Apologies:** Gemma Paterson (GP), Caroline Wood (CW), Liz Peel (LP), Heather Waller (HW)

**In Attendance:** Moray Finch (MF), Mairi Greig (MG), Giles Ruck (Foundation Scotland), Elizabeth Ferguson

**Notes from directors not present:** Email received from Caroline Wood to confirm that she has read the board papers, no comments to be noted.

**1. Welcome, Apologies and AOB**

- SB welcomed everyone to the meeting and in particular to Elizabeth.
- Notification of AOB's – Email re possible fundraiser for MICT.

**2. Approve Previous Minutes of 9<sup>th</sup> December 2019**

IJ and DC approved minutes

**2.1 Review actions from previous minutes**

- (i) HG and MG to review template for steering group reports - ongoing
- (ii) Budget vs actuals to be forwarded to board by 13<sup>th</sup> Dec – completed.
- (iii) DTAS management accounts toolkit to be circulated – completed.
- (iv) SB to put MG in touch with Gairloch and Loch Ewe DT – ongoing.
- (v) Survey results to be circulated to staff – completed.
- (vi) Survey – initial article and FB post to be compiled by 16<sup>th</sup> Dec – completed.
- (vii) Apprenticeships, Oban HS to be approached – MF – carry forward.
- (viii) ReThink – add generating income from activities to the next SG agenda – EB/SS.

**2.2 Matters Arising from previous minutes**

- No matters raised.

**3. Declarations of Interest**

- One update provided.

Proposal to Co-opt Elizabeth Ferguson to the board – SB proposed, seconded by RM.

GP has resigned from the board, the board would like to thank Gemma for her contribution to the board and the organisation

**4. Finance**

**4.1 Finance Report** – Aged creditor and debtor report provided by PV. Overview given by MF re current position.

**4.2 Membership numbers** – 2 new membership applications received and approved by the board.

**4.3 Finance Standing Committee Report** – not met since last meeting, therefore no update

**5. HR and Policies**

**5.1 Staff Reviews - Update**

- 1 further appraisal carried out, further 3 to be carried out to cover the full core and project staff within the last year.  
Other HR related items -
- Highlands and Islands Connection Project – 6 week Step Challenge starting Monday 20<sup>th</sup> January for staff, directors and volunteers as part of HICP through Support in Scotland to support organisations to improve workplace well-being. Two sessions booked with Susan Spreckley to provide instruction on desk based exercise and stretches and basic mindfulness. Dates promoted to staff at present, but there may be the opportunity for directors to attend.
- Letter issued to one staff member re end of contract.
- Paper to be prepared re Scottish Living Wage increase announced in November 2019.

**6. Strategy**

**6.1 Strategy Standing Committee Report – Survey Results**

**Actions from Board Meeting**

1. HG and MG to review template for steering group reports – ongoing
2. SB to put MG in touch with Gairloch and Loch Ewe DT – ongoing.
3. Apprenticeships, Oban HS to be approached – MF
4. ReThink – add generating income from activities to the next SG agenda – EB/SS.
5. Arrange Strategy Meeting date MF
6. Keyworker accommodation - HG to provide some statistics from survey.
7. Issue paper regarding annual cost of living and increase to Scottish Living wage MG
8. Scottish Government Brexit impact document to be circulated – MF/MG.
9. Request for MICT to support veganism – MF/MG to prepare a response.
10. ReThink – wider promotion of food waste diversion via community fridge – EB/SS.
11. Childcare – contact parent councils re 'Out of School Hours' care – MF/MG.
12. Fundraising opportunity for MICT – further information required – MF/MG.

Need to arrange a further meeting, further survey information to be published. MF to send out a doodle poll to find best date.

## 7. Special Items

### 7.1 **Recurring Actions List**

- Budget to be prepared.
- MESS % for funds distribution to be reviewed.
- Annual salary review.

### 7.2 **General and Deputy Managers Report**

- **CVH** – requested to provide support to access funds to improve the hall and reduce running costs.
- **Tobermory High School Parent Council** – requested advice with a community consultation being considered.
- **Keyworker Accommodation** – MF requested some help to help look at this paper. HG to provide some statistics from survey.
- **TLIP** – local opening to be arranged ahead of official opening with ministers in March.

**7.3 Resolve approval of application to EB Scotland** for Community Tree Nursery. Email of 13 Dec 2019 refers (all) – proposed by BW and seconded by HG

**7.4 Resolve approval of ‘Outline Proposal’ submission to Lottery Climate Action Fund**, email of 7 Jan 2020 refers – proposed by RM and seconded by DC.

**7.5 Brexit and SG analysis of impact on A&B (DC)** – Study carried out by Scottish Government and they predict that the two most disadvantaged areas following Brexit – Orkney and A&B – MF/MG to circulate.

**7.6 MICT Future Fund** – Update from Giles Ruck – FS is a community funder and distributes grants across Scotland, raised through the private sector, companies and philanthropists. Community endowment fund can raise funds against initial capital, FS been working on this for 20 years. FS does this to help strengthen communities and to help groups support their own causes. FS can help with preparing the prospectus, printing and taking additional photos as required.

**7.7 Approach for MICT to promote and support veganism** – following discussion by the board, it was agreed that MICT support low carbon food options, including local and seasonal food choices and low food miles, which help to sustain a diverse and sustainable local economy. It agreed that is not MICT’s place to promote one dietary choice or belief over another. MF/MG to prepare a response.

**7.8 Approval of application to Quaker Housing Trust** – proposed by DC and seconded by JJ.

## 8. Steering Group Reports

➤ Steering Group reports were provided prior to the meeting and were acknowledged, and only new questions noted. Verbal reports were given on all other projects with points highlighted below.

- 8.1** Ardura (MF) – nothing to raise.
- 8.2** ReThink MESS (EB/SS) – consider wider promotion of 1 tonne of food waste diverted from landfill via the community fridge.
- 8.3** Childcare project (MG/MF) – contact through parent councils re using council assets to provide out of school hours care – MF/MG.
- 8.4** Eagle partnership (MF/JD) – nothing to raise.
- 8.5** Light Industrial Park Tobermory (MG) – nothing further to raise.
- 8.6** MESS (HC) – nothing to raise.
- 8.7** Ulva Ferry Housing (HMCD) – nothing to raise.
- 8.8** Ulva Ferry pontoon (CF) – nothing to raise.
- 8.9** Ulva Ferry Community Transport (MF/JM) – awaiting outcome of two funding applications to continue beyond 31<sup>st</sup> March. If unsuccessful, other options will need to be considered.
- 8.10** Ranger Service (JD & EW) – nothing to raise.
- 8.11** Key Workers Accommodation (MF/BW) – nothing further to raise.
- 8.12** 1000 Voices project (MF) – nothing to raise.
- 8.13** Mull & Iona Community Councils (RMCM) – Representative for Mull Community Council still sought. MF hopes to attend February meeting.

## 10 **Discussion items**

- No discussion items

## 11 **Any Other Business**

- **MICT Fundraising Opportunity** – group to be thanked for thinking of us, and request further information before a decision is made – MF/MG.
- **RM – could April meeting be on Iona** – It was agreed to schedule the April meeting on Iona, bring forward a week to 6<sup>th</sup> to avoid Easter Monday. The May meeting will take place at An Roth.

**12 Members Forum** – no members present.

*Meeting closed at 9.30pm*

*The next scheduled board meeting will be held at An Roth Community Enterprise Centre, Monday 10<sup>th</sup> February 2020 at 7.30pm*

**Signed**

**Name**

**Date**

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