

## **Minutes of Directors Meeting Monday 17 June 2013 7:00 PM**

Present: Iain Muir, Chair (IFM), Richard Williams, Vice Chair (RW), Iain Scott (IS), Ann Macleod (AAB), Linda Macleod (LM); Peter Muir, LDO (PM), Julia Campbell, LDO (JC).

1. **Apologies:** Theresa Ross, Maureen Fraser.
2. **Minutes of Board Meeting** of 20 May – approved as amended, proposed by IS, seconded by RW.
3. **Matters Arising:** DTAS – governance training to be organised. Schoolhouse CRTB register of interest. Action JC/AAB. Sheila Green has agreed to contribute to smokehouse project and Alison Sinclair has agreed to be part of the youth hostel subgroup. Hall has been booked for AGM 28 October 2013.
4. **FINANCE:** IS circulated a draft invoice process. Action: to be reviewed by IS, PM & BW. Action: research possible bookkeeper (all). Action: IFM to contact Lindsay Simpson to check if funds are available to pay for bookkeeping service. JC has emailed Tim Wright with figures and information as Kati Venho (intern) is now on the payroll. JC and PM awaiting P60's. Action: JC to follow up with phone call to Tim.
5. **LDO REPORTS: LAND AND HOUSING:** PM organised study visit to Lewis and begun the summer newsletter. JC joined study trip to Lewis and made a presentation on Coigach community assets at SCVO's Community Asset event in Birnam. Other work covered elsewhere on the agenda.
6. **LAND and HOUSING**

**Smokehouse** – PM had a look round the building with Mark Donnelly (ex employee) to get a better understanding of the building; and with Iain MacCauley, who explained the electrics. ACTION: smokehouse meeting to be arranged for Friday 21 June, 2pm.

**Schoolhouse** – CCC received an email from Cllr Cockburn stating that he and Hugh Fraser, Head of Education (or his representative) would be willing to meet with CCDC/CCC/APA to discuss options for the schoolhouse – after being given some time to come up with options.

**Youth Hostel** A letter was received from SYHA explaining that their lease will be reviewed annually until August 2015.

1. **STAFFING:** Interviews for LDO and smokehouse jobs take place on Mon 24 June (prov). **ACTION:** JC to contact one candidate to say interview can be rescheduled if necessary.
2. **COMMUNITY ENERGY:** Land agreement with SWT has been signed by Alison Sinclair, Chair of CWP Ltd. **BMH Limited:** Consultants have made a recent site visit to explore options for the intake site.
3. **PIERS AND HARBOURS:** JC has contacted John Porteous, Wallace Stone LLP, to request that suggestions for achievable repairs be included in their report.
4. **AGM: Action:** MF/AAB/JC to confer over AGM procedures (ensuring time for accounts) then email to directors.
5. **CORRESPONDENCE** LDOs received email regarding FOI for smokehouse funding application.
6. **AOCB** Applied for exemption on business rates for smokehouse..
7. **DATE OF NEXT MEETING** Monday 15 July 7pm.  
Meeting closed 9pm.