



## Board Meeting

**DATE: 9<sup>th</sup> April 2018**

**VENUE: Applecross Hall**

### Attendees

Owen Kilbride (Chair), Valerie Hodgkinson, Henry Robertson

### In attendance

Alison Macleod, Zuzana Vojackova

### Apologies

Roslyn Clarke, Nick Goldthorpe

Previous minutes	ACTIONS
Previous meeting minutes weren't proposed and seconded	
<b>LDO job</b>	
Trial period for the next year of funding for LDO job was agreed to be 12 months. Expenses recording and approval procedure is to be looked at according to HIE rules.	
<b>ACC survey</b>	
Proof reading session with Sarah Paramor is to be arranged once the survey is complete. Survey is to be finalized at the next Consultation meeting and sent our right after AGM. Launch of survey is to be at the AGM on 9 <sup>th</sup> May 2018. This will also be advertised in An Carranach. Deadline of 3 weeks for the return of the survey was agreed. AM will send the survey out after AGM by email. Volunteers will go from door to door encouraging community members to fill the survey in, potentially help them to fill in. People can be also asked if they would like to become ACC members.	
<b>Admin replacement</b>	

<p>Roslyn Clarke (RC) has been accepted for the position of Administrator/Bookkeeper and will take over from Zuzana gradually over April 2018.</p> <p>The following has been discussed and approved by the board:</p> <p>Advice has been sought from DTAS, SLCVO and HIE with regards to Roslyn being a director as well as an employee. It was confirmed that a director can provide services on self-employed basis. RC didn't apply in the first round of applications. She was chosen for the role out of practicality and as nobody else applied for the position. Conflict of interest form is to be filled in. RC will not be present for discussion regarding her job or remuneration during meetings, or where conflict of interests could be present.</p>	
<p><b>Articles</b></p>	
<p>The proposed changes in Articles of Associations (recommended by HISEZ) are:</p> <p>In section 4.1 The wording: <i>'To manage community land and associated assets for the benefit of the Community and the public in general'</i> Is to be changed to: <i>'To manage community land <b>assets</b> and associated assets for the benefit of the Community and the public in general.</i></p> <p>In section 8.2 and 36.2 the age group is changed from '18' to '16' years of age.</p> <p>Both changes are to be approved and discussed with members at AGM.</p>	
<p><b>ACT</b></p>	
<p>Sean will take over fuel deliveries and other filling station maintenance. Jim O'Hara was a proposed volunteer to do fuel dips. Zuzana to organize training session for all volunteers at petrol pumps. Filling station clean up is to be organized again. Valerie will take over the flower pots. This was welcomed by the board. Proposal of 2 bollard being placed in front of the pumps to protect them from impact was discussed. Ewen Gillies is looking into this.</p>	
<p><b>Toilets</b></p>	
<p>Plumber should be coming this week to fix leak at the toilets. Anna gave list of jobs to the Applecross Inn for the plumber. Comfort Scheme has been reduced to £1200 from £2900. Anna's contract is to be sorted out. Meeting will be organized with Anna, Alison and Henry. 15% salary increase was proposed for Anna. To be discussed further at the meeting. New signage for toilets and the petrol pumps is to be shown at the AGM and discussed with members.</p>	<p><b>AM, HR</b></p>
<p><b>AOB</b></p>	
<p>Zuzana to chase up David Massey re Cyber Essentials.</p>	<p><b>ZV</b></p>
<p>Valerie and Owen to claim their mileage.</p>	<p><b>VH, OK</b></p>
<p><b>Meeting closed at 9.10pm</b></p>	
<p>Next meeting date to be arranged</p>	