

MINUTES

Board Meeting – Social Club – Tue 15th April 2014 - 7.30

Present:	Board: Chair - J Bishop, J Barnes, V Mackenzie, P M Murray, A P Murray, T Robinson, J Sutherland, W Sutherland, Sub Committees: M Fraser	Action
Apologies:	R Jack, M Macaulay, E Grant, C Mackay	
Absent:	S Sutherland, A Kruger	
Minutes of meeting 18 th February 2014	Accepted with one amendment - typo under Sub- committees; Fibre Fest should read £1800 not £1600 Proposed APM - Seconded MF	
Matters Arising	<u>Tripartite meetings</u> : It was agreed that there would be no written reporting and group chairs would report verbally to their committees. <u>Social Media Training</u> courses by Rene Looper: attended by JB and JMS. As a result DADCA facebook pages updated to Business page and considering Twitter account for DADCA. PMM has opened pages for events. <u>Social Investment seminar</u> : Attended by JB. Social Investment Scotland will loan at 2% above bank rate. <u>Additional PIR</u> over the main door required, contact J Anderson for quote.	JB JMS
Membership and Directors	Drive to increase membership by board continues. Target 20 people each. E Grant has indicated her wish to step down from the board owing to work commitments but has agreed to take a sabbatical and to continue Facebook admin for DADCA. Decision unanimously agreed.	ALL
Finance	End of Financial year: Provisional figures for DADCA shows surplus of £2348 these are likely to improve once finalised. Electricity outgoings better than last year but closer monitoring required, Caretaking costs have increased because more general items included e.g. ground maintenance. Greater turn over than last year. Vote of thanks to APM for continuing to keep such clear and accurate records. <u>AGM date</u> : July Tuesday 15 th . 7.30. This may also present an opportunity to present a New Build update. <u>Fund Raising</u> : The following list demonstrates the breadth of fund raising for New Build this summer: Car Boot Sales, Community Markets, Gallery opening, Golf Tag Sale, Book Fair, Sponsored walk plus refreshment profits. Perhaps raffle should be avoided as it is an overused local formula.	APM
Keystone Policy Review	<u>Flower & Fairs convenor</u> . St. Andrews Fair convenor should be combined into the F&F convenor description. Include traditionally "held on 1 st Sat in December". <u>Youth café organiser</u> – there may now be an opportunity to expand the age range upwards talk to AA. Change Item 6 to supervising "Safe" use of internet. <u>Training Opportunities</u> : Social media course for Facebook maintenance required. <u>Internet policy</u> : to include Facebook. PMM EG JMS to meet to work on this. Rationalise website, centralise control except for Festival week site. JB has created spreadsheet of all known account detail. This is sensitive information Where to locate? How to handle this to be considered at next meeting.	JMS PMM EG JMS MFJMS APM
New Build & Glebe Field	<u>New Build</u> Phase 1 is fully funded by Big Lottery. A professional tender selection took place with 5 members of DADCA board withdrawing to avoid any conflict of interest. An award for the contract to design a new building to RIBA level 4 has been made to Angus Design Associates. A New Build meeting will take place with the architect Mr R Angus and 2 representatives of the Big Lottery on Thursday 24 th at 1.30 to which the board is invited. <u>SSE Award</u> of £5,000 to enable the project has been awarded. However as Stage 1 is to be fully funded by BL, SSE (Fiona Morrison) has been contacted to discuss the awards use. Two possible options are to use the award to help pay for legal fees or to accelerate building warrant process supplemented by approaching CGF for £15K and Ward Discretionary Fund £5K. WMS expressed concern about rushing the process. JB advised that it is not unusual to apply for Building Warrant and Planning Permission at the same time. £20K estimated cost of BW. Concern expressed about item in Dornoch Area Community Council Minutes March 2014 where Highland Council propose a restriction on the disbursement	ALL

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	<p>of Common Good Funds. To be raised at next DACC meeting. SSE have capital funding pot up to £100k to which we could return. APM concerned that committing current design team to stage E may be too inflexible? <u>Glebe field</u>: No progress on lease. Discussions with J Mackenzie (manager Meadows Nursing Home) and Joyce Sutherland (Activities Co-ordinator) concerning benefits to residents have taken place. Positioning trees to avoid losing view discussed, otherwise very supportive. Woodland trust have new funding round mid 2014 via SRDP. <u>Hall Visit</u>: Board visit to Loch Torridon Community Centre 24th April leaving at 9.30 a.m..</p>	<p>VM JM MF JMS</p>
Existing Building	<p><u>Sitooterie</u>: Plants beds need to be cleared out. <u>Gutters</u>: Repaired by G Pratt gratis. Donation to McMillan cancer in lieu of payment, £30 agreed payable to Macmillan Cancer Care. <u>Draught excluder</u>: Coffee Lounge doors now draught free. Thanks to JB</p>	<p>VMJMS JMS APM</p>
Bookings events	<p>Income and usage up on March 2013. May will be a very busy month with all weekends booked. <u>Car Boot Sales</u>: Next Car Boot Sale 26th April. Volunteers needed, let Pat know. JB distributed fliers for 2014 CBS dates. CBS May 24th needs co-ordinator. Application for stalls to cbs@dadca.org.uk <u>Community Market</u>: Well supported. W Mackay offering training on how to erect community marquee and other tents 4.30pm Sunday 27th at Meadows filed. Volunteers needed. <u>Gallery</u>: Has 22 exhibitors. Facebook site up and flyers printed. Re-paint wall in Struie room on Wed before, paint in large store. M Hood M Luckie PMM J Barnes, JMS. <u>Golf Tag sale</u>: 7th June fliers being printed. Local Golf Clubs agree to support Quick clear up needed at 5.00 that day and now on Facebook page, JMS circulating publicity. JMS RM MF WMS PMM to help. <u>Book Fair</u>: June 27th - An evening with Rosamunde Pilcher £12 entry. Music to be arranged. Publicity with JB, volunteers will be required for the evening. <u>10 mile treasure walk</u>: Aim for 30 people raising £50 each. Agenda next meeting. Justgiving.com site now up.</p>	<p>ALL ALL PMM, J Barnes, JMS JMS ALL ALL</p>
Sub-committees	<p><u>Cinema</u>: 50ish in last audience. Next film Philomena on May 10th <u>Craft Guild</u>: update of costs from PMM indicates c. £400 profit to the New build Fund. <u>Festival week</u>: Marlene Mackay, Louise Littlejohn, Lesley Connor and Dyanne Hercher are heading the committee this year. <u>Flowers and Fairs</u>: No report. <u>Tennis Club</u>: No report <u>Youth Café</u>: Bought new table for Table tennis. Unwanted computers can be taken to Tain amenity site for re-cycling.</p>	<p>AA</p>
AOCB	<p>PMM: Letter to Deirdre Mackay concerning the Service Points in her capacity as Chair of Caithness and Sutherland Area Committee. Mention effects on well being of disadvantage. JM: Dance classes going well. It was noted that that proceeds to be used to cover Armistice day hospitality, remainder to general funds. MF: Cinema cupboard lock broken. JB will strip it down. JMS: Dornoch Masterplan meeting Burghfield House Hotel - 7th May 9.30 Tripartite meetings - DACIC and CC minutes to all board. Dornoch Calendar - funding from HIE awarded. JBarnes: Gallery Paypal account in place. Requires PC to be available. JB: J McGillivray looking for support for opposition to budget reviews. Write to Derek Yuill/ Steve Barron. Promote Dornoch Academy as geographical centre for education. Suggest all look at winning Stage 1 tender (Angus Design Associates). All sent congratulations to Carol and Grant Mackay on the arrival of their baby.</p>	<p>JMS APM, JM JB JB JMS JMS JMS JMS</p>

Meeting closed at 21.36
NEXT MEETING 20th May 7.30PM .