

**MINUTE
12 FEBRUARY 2018**

**Minute of meeting of Dornoch & District Community Association (DADCA)
held on Monday, 12 February 2018 at The Carnegie Courthouse Tearoom, Dornoch
at 7.30pm**

PRESENT	Carol Mackay (co-chair), Jimmy Melville, Donald Goskirk, Jim McGillivray, Kim Tewnion, Linda Robichaud (minutes secretary), Peter Rowland (volunteer), Jaen Rowland, Dave Gibson (co-chair), Vicki Mackenzie
APOLOGIES	Patrick Murray

ITEM		ACTION
1.0	UPDATE FROM GARDENING GROUP	
	This item was deferred.	
2.0	WELCOME AND APOLOGIES	
	Carol Mackay welcomed everyone to the meeting. Apologies were noted from Patrick Murray.	
3.0	MINUTES	
3.1	CM asked for any comments regarding the minute of the Board meeting of 8 January 2018. As no further comments were forthcoming the minute was then approved as an accurate record of fact having been proposed by VM and seconded by Donald Goskirk.	
3.2	Matters arising There were no matters arising.	
4.0	Donation of £1700 to DACIC (Item 11.2 on minute of 8 January 2018) This had now been paid.	
4.5	Possible contribution from the Cinema Club (Item 11.2 on minute of 8 January 2018) APM had been in touch with Ernie regarding a possible contribution. Ernie is to discuss with DG the possibility of including slightly better facilities for the cinema.	DG
4.6	Ideas for Hogmanay Street Party – discussion with Joan Bishop (Item 15.2 on minute of 8 January 2018)	

	<p>The following comments are as submitted by APM:</p> <ul style="list-style-type: none"> • Jimmy will sort lorry out next year with James and the Gunns. (it was fine this year but Sandy is not getting any younger...) • If we can hire a generator next year for around £100 we shall do so to give us more resilience/flexibility. • Some attendees thought volume was too low outside the immediate area of the dancing. Joan will facebook asking for feedback on this point and the rest of us will ask around. There is obviously a trade-off between music volume and ability to chat. • DADCA will hopefully have access to more volunteers for: <ul style="list-style-type: none"> a. Selling raffle tickets in pubs b. Cleaning up. Joan and Paddy disagreed about whether all cleaning up should be done on the night. • Sale of raffle tickets: if we can get more volunteers we should blitz pubs on several days around Christmas and before New Year particularly when a band is playing. To this end we should print 3,000 not 2,000 raffle tickets. • Timing of cleaning up. The closed roads MUST be cleaned up as soon after 13.30 as possible. Other cleaning may or may not be postponed till the morning, depending on whether we can get extra volunteers from DADCA and if so when they would like to clean up. Joan who single-handedly did the lion's share of cleaning this year would certainly NOT clean up in the morning not least because she has the loony-dook to cater for. • Colin would like: <ul style="list-style-type: none"> a. To do a fund-raiser at some point in the Castle. b. To talk to Phil about doing something in the distillery, maybe a festive bottling. • 20th. anniversary will hopefully make us creative! Suggestions! 	
5.0	KEYSTONE	
5.1	Prior to the meeting each Board member had been emailed a copy of the "Director's Annual Declaration of Eligibility" form to complete.	

	All forms were completed by Board members with the exception of that of APM who was not present.	APM
6.0	FUNDING APPLICATIONS	
6.1	<p>LEADER It was decided that CM, DG and Jim McG would proceed with the application on behalf of the board members.</p> <p>An expression of interest had been made for a requested £75,000 from LEADER.</p> <p>Matched funding was also considered by Board members. It was thought this could come from the following possible sources:</p> <ul style="list-style-type: none"> • The common good fund (£50k to £100k) • SSE – Beatrice (£50k) • Robertson Trust (£25k) <p>It was also put forward that perhaps with £75k from LEADER, DADCA's own funds could be used along with £25/26k from the Highland Council discretionary fund.</p> <p>Matched funding needed to be definitively identified.</p>	
6.2	<p>Funding from supermarkets It was decided that applications would be made to both ASDA and Tesco.</p>	VM
6.3	<p>SSE Beatrice Fund CM had been in touch with the fund. It was apparent that the fund was concerned with the outcomes and the submission of letters of support for a project. An introductory paragraph would have to be included as a backdrop in any application.</p>	
7.0	MEMBERSHIP	
7.1	<p>Membership applications Membership applications from Caroline Barnes and Paul Jackson were approved.</p>	
7.2	<p>Affiliated Group applications The Evanton Social Dancers and Sutherland Sessions were now affiliated groups.</p>	
8.0	DIRECTOR VACANCIES	
	No applications had been received.	
9.0	CURRENT BUILDING UPDATE	
9.1	<p>The following points were made by DG.</p> <ul style="list-style-type: none"> • J Anderson is to carry out work on the heating system in the Struie room. He will also replace the light bulbs. • Graham Pratt, roofer, is to look at the guttering. 	

	<ul style="list-style-type: none"> There is broken glass on the door but as there is a possibility that the door could be replaced no action will be currently taken. 	
10.0	FINANCE	
	Due to the absence of APM there was no update.	
11.0	CAR BOOT SALES	
11.1	<p>KT reported that the January 2018 car boot sale had been good.</p> <p>It was noted that the booking fee for the car boot sale was now £10 or £5 plus the donation of a raffle prize.</p> <p>VM is to assist with the car boot sale on the 31 March 2018. St Gilbert's fair takes place on the same day as does the Embo car boot sale.</p>	
12.0	BOOKINGS/EVENTS	
	<p>KT reported that:</p> <ul style="list-style-type: none"> a significant amount of bookings had been received. new groups included the Lairg Learning Centre. the exercise classes were continuing <p>KT stated that the problem with the invoicing system had been resolved.</p> <p>KT suggested that from April 2018 DADCA should employ a person to do the bookings on a self-employed basis. This would involve 10 hours per month for a remuneration of £100.</p> <p>It was decided that as DACIC is an employer, Joan should be approached to see if a member of their staff would be available to take on this role. CM is to contact Joan.</p> <p>It was decided that April 2018 would be the appropriate time for a handover.</p> <p>It was requested that the item "Community Markets" be added to the agenda for the March 2018 Board meeting. SW is to be contacted.</p>	CM
13.0	FESTIVAL WEEK	
	CM had purchased the laptop for Festival Week.	
14.0	SUB COMMITTEES	
14.1	Flowers and Fairs	

	<p>Barbara and her team would like to divest themselves of the “fairs” element of their group. This would include taking over the bookings for the St Andrew’s Fair.</p> <p>KT likened it to “another car boot sale” which may require a sub committee.</p>	
15.0	AOCB	
15.1	<p>Business Stream KT stated that around April/May 2017 Business Stream had “cut us off”. A letter had been received stating that we owed £2000. This had been followed by text messages. However, as a charity, we can claim exemption. There is an email trail and we now need to retrospectively apply for exemption. Gayle Ross is now involved and it is on her agenda. The issue is – we did not get the form in.</p> <p>£806 is to be paid and KT is to see APM about payment.</p>	KT/APM
15.2	<p>Highland Council Insurance Form This form is to be signed. KT is to check with APM if the bill has been received.</p>	KT/APM
15.3	<p>Book Fair It was confirmed that the Book Fair is to take place on the 13, 14 and 15 July 2018. James and Susan are assisting along with Julie Miller. Jaen is to contact Susan.</p> <p>Jaen made a request for more books but it was decided not to proceed with this until the volunteers had been put in place.</p>	JR
15.4	<p>10k Obstacle Race CM informed Board members that a 10k obstacle race is to take place with the beneficiaries being local charities. The local charities include DADCA, Dornoch Christmas Lights and Flowers & Fairs.</p>	
15.5	<p>Notice on hot water tank DG is to put a notice on the hot water tank.</p>	DG
15.6	<p>White mugs CM is to order white mugs.</p>	CM
	<p>There being no further business the Chair thanked everyone for attending and the meeting closed at 8.15 pm.</p>	