

## Minutes of Directors' meeting of 16<sup>th</sup> March 2022

**Present:** Jess, Rob, Samantha; Iain and Jackie via Skype

**Apologies:** Lynn

**Minutes of last meeting:** proposed by Jess, seconded by Iain

Matters Arising:		action
	<u>Interim housing report:</u> to be filed away as the last available building plot on Easdale now has a house on it.	
	<u>Harbour scaffolding:</u> strops have been ordered. A smaller shackle will have to be ordered. Tony to arrange a working party when weather/tide is appropriate	Jess / Tony
	<u>Hall keys:</u> Sam to order system with various electronic access choices and capacity to monitor use / lock hall for specific periods	Sam
	<u>Gym equipment:</u> If equipment is serviced, insurers are still concerned about lack of onsite supervision / induction.	
	Could this be covered by making the instruction manual available in the hall and users signing off that they have read it? With volunteers providing induction? Would insurers accept that?	Iain
	Pull together a proposal for how the gym would be managed so that Iain can then take it to the insurers	Jackie
	Does the equipment belong to us or Mellon?	Sam
	<u>Liability waiver:</u> Iain adamant that this is not valid in Scottish law. Suggests that the rules for using the Hall be displayed on a noticeboard.	Sam
	<u>Playpark proposal:</u> As an interim measure Jess had been approached by Amanda McCrerrick with a suggestion to bring the "Captain Cook" from the back of the Harbour to the playpark area, seating it in a concrete base, fitting it with a steering wheel and seating.	Jess / Rob
	<u>Wifi:</u> No data remaining in our plan. Jess to contact Dave for suggestions as to best solution	Jess
	<u>Fire Alarm Service:</u> Jess contacted OES again last week who will make an appointment.	
	<u>Heaters:</u> Jess still waiting for Alan May. Sam suggested that as he is clearly too busy, she adopt this project and source appropriate heaters elsewhere. Sam to come with costed proposal for next meeting.	Sam
	<u>Microgrant:</u> Thanks to Neil McCrerrick for installing hand sanitisers in Hall. One also allocated to Museum.	
	<u>Hall committee:</u> Amanda McCrerrick welcomed onto the Hall committee and her offer to maintain the events diary gratefully accepted. Iain asked that Amanda notify him of all events in the hall.	
	<u>Ceilidh and fortnightly events:</u> did not happen because of covid concerns.	
	<u>Second Personal Licence Holder:</u> Sam has started training for this. Sam to email Lynn requesting location of necessary folder/info relating to Premises Licence. Jackie also asked if she could get the details of the training from Sam.	Sam / Lynn
	<u>Coastal erosion:</u> Jackie and Colin MacPherson have both had responses from the Council expressing willingness to get involved in a dialogue with the community. Jackie and Colin are in touch but haven't met yet. It may be worth asking Glensanda again about availability of large rock pieces to implement Adrian Laycock's proposals. Rob expressed concern that this is a large project requiring a	

	professional approach. We need a consultant to advise us.	
	Sam to write again to her academic contact to see if anyone able to help from there.	Sam
	Jackie to forward previous email correspondence to council and HES along with the coastal erosion report to Rob.	Jackie
	Rob to take on contact with council from Jackie and press them on action.	Rob
	<u>Living History</u> : we have written to say “no thank you”.	
	<u>Shed</u> : Many thanks to Rob and Simon Orton for constructing the shed	
	<u>Collet travel</u> : They have written to say “no thank you”.	
	<u>Bookkeeper</u> : Bev Schofield has offered to do this on a voluntary basis. Jess wants an honorarium to be offered. Simmers will provide Bev with a spreadsheet / layout of what they want. Jess to ensure this happens.	Jess
	<u>PSL Licence</u> – Jess awaiting invoice.	
	<u>SSE</u> – there is a balance in the Hall / Museum’s favour which Jess suggests we leave to cushion the blow of higher costs in the future. Iain pointed out that changes to direct debits are often unfounded and offered to analyse our electricity bills to monitor this. Jess to supply him with information to do this. Paying quarterly in arrears was discussed, but this is more expensive.	Iain / Jess
<b>Agenda items:</b>		
<b>Development Plans</b>	See above re playpark proposal.	
<b>Hall</b>	<u>Working party</u> : for minor exterior maintenance - sanding down and re-vernishing exterior woodwork, with £100 budget for materials, approved. To be completed by next meeting.	Sam
	<u>Window frames</u> : Rob commented that there are rotten window frames in the Hall facing the Harbour, and the Museum overlooking the quarry. Rob to investigate and assess options for repair / replacement.	Rob
	Jackie offered to send Rob photographs that she has of building exteriors to assist. Iain thanked Jackie for this.	Jackie
	<u>Roof ridge</u> : damage caused by Storm Eunice – is this a potential insurance claim. Iain to notify insurers of damage to metal roof ridge and adjoining tiles.	Iain
	Rob to send pictures of damage to Iain. Ridge needs replacing as the existing one is all twisted. Rob to show Ruth’s roofer the problem when he appears.	Rob
	Grass cutting schedule: Thanks to Seafari for keeping this under control in past years. Sam to arrange a community rota to cut the grass in the playpark and in front of the Hall. People to use their own machines due to risk involved in using our corded electric machine.	Sam
	Newsletter: Pull together a draft with info and activities (may not be enough) currently known.	Jackie
<b>Harbour</b>	See above under Matters Arising	
<b>Arts</b>	Nothing to report	
<b>Museum</b>	To open 1 <sup>st</sup> April. Volunteers required to help get it ready – there is replacement carpet to put down. Sam to ask volunteers to contact Lynn directly.	Sam
	Visitor numbers for last year not known, but income was £1,100. Iain pointed out that Covid obviously had a massive impact.	
	Volunteers will be needed to man the museum at weekends as Lynn’s	

	<p>hours taken up with weekday opening and genealogy research requests.</p> <p>Jackie pointed out that Lynn's resignation as Bar Manager is an opportunity to update her employment documentation. Iain confirmed that all the relevant documentation is already in place.</p>	
	<p>Rob commented that the condition of the Museum is shocking. He will assess and cost the necessary repairs. Jackie offered photographs of the museum exterior.</p>	Rob / Jackie
<b>Stone Skimming</b>	<p>Iain has been responding to the Stone Skimming "contact us" emails. Tern media are doing a travel series, Iain referred them to Mellon. Iain sent photos to Red magazine which is doing a feature in July.</p> <p>Sam requested copies of emails.</p> <p>Sam reported that organising this is going well. A band (The Disclaimers) has been booked, and volunteers agreed for all of the early tasks.</p>	Iain
	<p>Carolyn and Sam to meet Keren next week for sponsorship debrief.</p>	Sam
<b>Membership</b>	<p>One new (rejoining) member since last meeting.</p>	
<b>Treasurer's Report</b>	<p>£26,205 in the bank.</p> <p>Invoice sent to A&amp;B Council for use of ferry slip, £3,000.</p> <p>Bookkeeper to get involved in the invoicing in the future.</p> <p>Bank signatories: all old names now removed and signatories are Jess and Sam.</p>	
	<p>Iain asked who authorised ICO (Information Commission Office) direct debit. Jess did.</p>	
<b>AGM</b>	<p>Rob, Sam and Jackie need new nomination papers to be submitted.</p>	Rob / Sam / Jackie
	<p>Iain stated that nominations for director can be accepted up to the Friday before the AGM.</p>	
	<p>Jess to deliver paper copies to two members on Easdale without email access.</p>	
	<p>Iain clarified that there are a maximum of seven directors posts, with no differential in status.</p>	
	<p>Jess is the director to stand down by rote. This takes place at the AGM.</p>	
<b>Website news</b>	<p>Welcome to Seafari summer 2022 crew - Meerabai and Faye.</p> <p>The Museum is to open for the season on 1<sup>st</sup> April. Please contact Lynn with offers for help with preparing it for, or manning it through, the season.</p> <p>Plans for the return of Stone Skimming are proceeding apace!</p> <p>Delighted to have secured The Disclaimers for the Saturday night gig.</p>	
<b>AoB</b>	<p>Sam suggested that it might be constructive for directors to each take leadership of a different aspect of Eilean Eisdeal business / operations. This would allow coherence, forward planning, and give us all a first point of contact in the event of problems or questions arising.</p> <p>Suggested areas are:</p> <ul style="list-style-type: none"> <li>• Employment</li> <li>• Buildings Maintenance</li> <li>• The Harbour</li> <li>• Communications</li> <li>• Events and activities</li> </ul> <p>Rob suggested we discuss this further at the next meeting.</p>	
<b>Date of next Meeting</b>	<p>13<sup>th</sup> April, 7pm, Easdale Hall / Skype</p>	