

Minutes of Eilean Eisdeal Directors' meeting, 27/11/2023, 5.15pm, Easdale Community Hall

Present: Rob Grigg, Rob Hadfield, Samantha Payn, Jackie Inch (video link)

Apologies: Lynn Noble, Adele Knox

Chair: Rob Grigg Minutes: Sam Payn

Item		Action
Minutes of meeting dated 16 <sup>th</sup> November 2023	These were reviewed and it was agreed that Jackie would redraft.	Jackie
	Once redrafted Sam will circulate for proposal and seconding by email.	SP
Seafari lease	There was a discussion on whether it was beneficial to EE to redraft the lease at this point when it still has five years to run, and it was agreed that on balance this is to our benefit.	
	Sam stated that it would be preferable to have legal advice on the contract, but Jackie pointed out that that might cost several times the annual value of the lease and it was agreed that the cost would probably outweigh the benefit.	
	There was a discussion on the need for community involvement with regard to Seafari's use of the harbour and it was agreed that we would invite EE members and the community to comment on this in an open letter along the lines of: "EE are currently reviewing the lease between ourselves and Seafari for use of the harbour and would welcome any comments and input from EE members and island residents". This could only be done once a definitive membership list has been drawn up (see below).	
	Given the short time frame for us to respond to Seafari's request it was agreed that initially EE would provide Seafari with a number of draft conditions/changes to the existing contract.	
	Rob G read out a list of suggested draft changes which were briefly discussed.	
	Jackie offered to research and send sample harbour usage contracts to Rob G as a basis for his proposals.	Jackie
	Rob H pointed out that there are harbour regulations which are binding on all harbour users. (Subsequently provided to directors: <a href="https://easdale.org/harbour/regulations.htm?fbclid=IwAR2xoU6snBRnDmvQJzqBc0qw2nKg4JjaEFKjGBLRyuSXVqzHM6eQyOhUO-A">https://easdale.org/harbour/regulations.htm?fbclid=IwAR2xoU6snBRnDmvQJzqBc0qw2nKg4JjaEFKjGBLRyuSXVqzHM6eQyOhUO-A</a> )	
	Rob G to draft an outline of main changes to the Seafari lease and circulate by email for all directors' approval before being forwarded to Seafari.	Rob G
Bookkeeping	[redacted for GDPR confidentiality issues]. Directors noted that the 22-23 accounts have now been passed over to Simmers who will now liaise with directors directly.	Sam
	When researching potential new accountants, Sam to include payroll and provision of periodic management accounts in the request.	Sam
	Jackie mentioned that changing to an online bank providing opportunities to "tag" income and expenditure directly in a banking app and upload the relevant documentation might be beneficial for EE. It was agreed to discuss this further at the next meeting.	
Membership	Jackie advised that the previous membership secretary had apparently not maintained nor provided her with a membership list. She will deduce this from bank information.	Jackie

	Sam to send Jackie a year's bank transactions	Sam
AGM	It was agreed that in order to give proper notice for submissions regarding new directors, and to provide audited accounts to the members, the next AGM should be held at Easter, Saturday 30 <sup>th</sup> March 2.30pm.	
	AGM date to be announced to membership as soon as membership list is finalised.	Jackie
Meeting minutes and agendas	Sam expressed concern that meeting minutes are not being filed on time online, with an appropriate signed hard filed in the office. Anyone who has taken minutes since June 2023 please forward them to Sam for appropriate filing.	Adele Jackie Rob G Rob H
	It was agreed that more frequent minutes with fewer agenda items would help directors to focus on and achieve progress on the issues addressed.	
Date of next meeting	Monday 11 <sup>th</sup> December 7.30pm, Easdale Hall.	
	Proposed agenda items – Seafari lease, Financial review (proposed new accountants, possible change of bank, review of EE's current payment receipts options with a view to simplifying), Membership report.	