

**Evanton Community Trust
Minutes of Board Meeting
September 29th 2021**

Agenda Item	Discussion	Action	Tasked
1	<p>Welcome and Apologies for Absence Present: John MacHardy (J.M.) K.C.C rep , Mandy MacLeman, (M.ML.)Chair ,Michael MacLeod (M.McL), Dee James, Secretary(D.J.),Sue Kerr (S.K.) Leslie Logan (L.L.) Treasurer Jenny Gray (J.G.), Tracey Bauer (T.B.), Keith Bauer (K.B.) Apologies: None</p>		
2	<p>Approval of Minutes of 18th August 2021 Proposed: J.G Seconded: T.B.</p>		
3	<p>Matters Arising</p> <ul style="list-style-type: none"> • DJH management group signatories for TSB being organised • CF book is now on the ECT website with a Paypal link • It is not felt necessary to create an online shop for sales of Catriona Fraser's book as D.J. is willing to deal with any enquires. 		
4	<p>Membership and Trustees :</p> <ul style="list-style-type: none"> • No new members • Sue Kerr was confirmed as director of the ECT 	Director's form to S.K	L.L
5	<p>Treasurer's Report</p> <ul style="list-style-type: none"> • Balance in No. 1 account stands at £8320. Balance in No. 2 account is £971 • K.C.C funding has not been received as yet • L.L. reported that the main expenditures have been the upkeep of Village Green and accountants fees. • New Signatories for the DJH account are M.M. and K.B. • Tax returns to be submitted this year 		
6	<ul style="list-style-type: none"> • A.G.M . • An afternoon event with tea and coffee to be followed by a discussion about the DJH hall. Nov 6th 2pm -3pm • Emails to be sent to all member informing them of AGM and including proxy form and nomination form for new directors. 	Check for which directors are due to retire Letters/emails to members	MM DJ

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	<ul style="list-style-type: none"> • Members without email address – letters to be sent including proxy form and nomination form • Every AGM 1/3 of directors must retire on rotation. There is 1 vacancy for a Director on the Board • Nomination form for one new director to be included with each member’s email/letter 	Paperwork to DJ SK to assist DJ	MM
7	<p>Project Updates</p> <p>A) D.J.H</p> <ul style="list-style-type: none"> • A Funding application has been completed for a Development officer from Coastal Communities fund. This is funding for one year only. 1st stage process has been completed. • Open day preparations are proceeding. Events for all ages are planned for throughout the day • Cleaner’s insurance. No need for employee liability at the moment. • Need to check whether our public liability covers any workers in the building. <p>B) Path Network .</p> <ul style="list-style-type: none"> • River path needs maintenance to reduce the growth at the sides of the path <p>C) Village Green.</p> <ul style="list-style-type: none"> • Benches. It was agreed to replace broken bench with one similar to the ones on shore path. • Water pipe that provides water to the Green needs attention as its stand is broken. • It was agreed that top soil could be purchased to increase depth of soil on the raised beds 	Insurance policy check	L.L.
		Top soil purchased for late winter	D.J.
8	A.O.B Open Day Sat Evening event – K.B. will put lighting in the hall.		
9	Date of Next Meeting: AGM Nov 6 th 2.30		