

Tomintoul & Glenlivet Development Trust

Directors Board Meeting

8th January 2014. Glenlivet Estate Office, Tomintoul

PRESENT	ACTIONS
John Shewan, David Toovey, Charlie Ironside, Steve Smith, Steve Herschell, Sandra White, Steve Sacks, Lindsay Robertson.	
APOLOGIES	
None	
ELECTION OF CHAIRMAN	
John Shewan intimated his decision to stand down as chairperson of the board with immediate effect, however he noted that he was keen to remain as a Director of the trust. The following election of a new Chairman and Vice Chairman took place. Chairman: Charlie Ironside. Proposed by Steve Smith and seconded by Sandra White. Vice Chairman: Steve Smith. Proposed by Steve Sacks and seconded by Charlie Ironside.	
MATTERS ARISING	
<ul style="list-style-type: none"> a) Steve Smith informed the Directors that Jim Hope had handed in his resignation as Director of both the Hostel and Trust, he felt he was unable to dedicate sufficient time to the projects. b) David confirmed that he still has to finalised the reforecast and submit for HIE approval. 	DT
AGENDA ITEMS	
BOARD APPROVALS	
<ul style="list-style-type: none"> a) LR presented the budget for the Spirit of Speyside Whisky Festival Speyside Session dance. The band spend of £1200 was approved. David Toovey requested that the budget for the hall hire be increased to reflect what was paid for the motorcycle event hire. It was suggested that the bar stock a wide range of whiskies as a single malt bar. Directors requested posters to be able to circulate locally and promote the event. 	PZ
OUTSTANDING UPDATES AND ACTIONS	
<ul style="list-style-type: none"> a) It was acknowledged that the recruitment of directors for the trust and hostel was still an outstanding action. The directors felt it was most appropriate to introduce people to the trust through involvement in individual projects to allow them to understand how the trust operates and the commitment required prior to becoming a Director. 	Directors
<ul style="list-style-type: none"> b) It was noted that attracting community volunteers was also key in being able to deliver projects effectively and the Directors should continue to recruit. Andrew Watson has agreed to support with the Motorcycle Event and Peter East is already involved in project managing the renovations for the Hostel. 	Directors
<ul style="list-style-type: none"> c) How we communicate with the community and get more people involved was discussed. It was acknowledged that the Trust communicate through various mediums on a frequent basis, however could promote how people can become involved and the type of projects we require support with. 	PZ
<ul style="list-style-type: none"> d) It was acknowledged the Trust required to have a strong presence at events that they organise and we should look to have branded materials including pop up banners or sail flags. Pery to price these items to consider investment prior to 2014 events. 	PZ

<p>SHAREPOINT</p> <p>a) LR provided a working demonstration of sharepoint and how directors access on receiving their invite.</p> <p>b) It was suggested that read only access could be utilised for Directors if there were documents that we did not want any contribution to. It was also suggested that email alerts for changes would be beneficial. Lindsay to investigate if these options would be possible.</p> <p>c) Invites to be issued to all directors to access the full site.</p>	<p>LR</p> <p>LR</p>
<p>BROADBAND</p> <p>a) The 11% community contribution had been secured from both GICA and KATCA. A total of £3k from KATCA and £14k from GICA had been secured.</p> <p>b) Whilst the Deskie mast planning application had been submitted the application had thrown up a number of issues with significant additional information being required including formal scale drawings of the masts. David highlighted that he felt the SSSI boundaries on the Bochel required to be clarified to ensure all development avoided that area.</p> <p>c) Lindsay explained to all Directors the De Minimis legislation, clarifying what other projects this could impact over the next 3 years.</p> <p>d) The Directors confirmed that they did not feel setting up a completely independent company to avoid the de minimis issue was something they would be able to put in place given the challenges of finding directors who were willing to stand for both the Trust and Hostel.</p> <p>e) It was highlighted that a response needed to be issued to those that had indicated an interest in getting the service along with the wider community to advise on de minimis issues as soon as we had further clarification. Key information is around timeframes for delivery and areas that can access the service.</p> <p>f) Lindsay presented the financial projections on the basis of current subscribers which provided a small surplus, however this was reliant on the Grantown backhaul delivering a superior service which could be sold at a premium to larger businesses.</p> <p>g) David queried the timeframes for the Glenlivet backhaul being retained and reconnected if this was not required on an ongoing basis, could a retainer be paid that would reduce the ongoing costs but still allow this service to be available if required. Lindsay to clarify.</p>	<p>JS/LR</p> <p>LR</p> <p>LR</p>
<p>NOTIFICATION OF NEXT FULL BOARD REPORT</p> <p>The Directors agreed that given the timeframes for reopening the Museum and VIC required to be reviewed and a formal decision taken on whether the Development Trust is in a position to take over the management of the facility for the 2014 season.</p>	
<p>DATE OF NEXT MEETING</p>	
<p>Next board meeting to be held on the 12th February at 5pm.</p>	<p>LR</p>