

Tomintoul & Glenlivet Development Trust

Directors Board Meeting

15th October 2014. Glenlivet Estate Office, Tomintoul

PRESENT	ACTIONS
Steve Smith, Sandra White, Steve Sacks, Steve Herschell	
APOLOGIES	
Katie Taylor	
APPROVAL OF MINUTES	
<p>The minutes were approved as correct and proposed and seconded as follows: Proposed: Steve Herschell Seconded: Sandra White</p>	
MATTERS ARISING	
<p>AGM</p> <p>a) Steve Herschell queried if we still required people to help with registration on the door at the AGM. He confirmed that Jenny Herschell could help, Steve Sacks confirmed Dianne could help and Sandra confirmed Dorothy and Andrew could also help.</p> <p>RENEWABLES</p> <p>a) Steve Herschell queried if the consultants for the Micro-Hydro would revisit the original sites that Smiths Gore considered to confirm that the sites ruled out are correct. It was agreed this should be part of the tender brief.</p> <p>BROADBAND</p> <p>a) Steve Smith updated regarding the Broadband meeting that was held with the community association recently, the meeting had confirmed that BT could not confirmed roll out plans for the area at present. When these are finalised it will work on the basis of the most properties being connected for the least amount of budget. There would still be properties that require the community broadband scheme to connect to broadband. It will be the first quarter of 2015 before any roll out plans are announced. Planning approval in place for the Tomintoul Cabinet.</p> <p>HOSTEL</p> <p>b) The building warrant for the upgrades was discussed it was acknowledged that Building Standards had indicated the alarm system required upgrading and we were to get advice from FireScotland. Steve Sacks suggested that we ask them to undertake a review the building. Steve Sacks to send contact details.</p> <p>c) Board meeting of trading subsidiary to review hostel alterations prior to submitting funding application. To be presented at the next board meeting.</p> <p>HERITAGE LOTTERY FUND</p> <p>a) It was acknowledged that two board members were required from TGDT for the HLF Board. Steve Smith proposed Tilly Smith to be co-opted to sit on the Board as a representative for HLF as she already indicated an interest in the project and had a significant level of knowledge and experience to bring to the project. The board approved Steve's proposal and Steve is to speak to Tilly and see if she was willing to do so. It was agreed other director roles would be discussed post AGM.</p>	<p>LR/SH</p> <p>LR/SS</p> <p>SS/SGS</p> <p>SGS</p>

FINANCE REPORT	
a) It was noted that Ritsons have prepared the accounts for 2013-14 for a fee of £750 plus VAT. These will be finalised prior to the AGM. Income and Expenditure account to be presented at the AGM by Lindsay.	LR
b) An overview of the Hostel and Museum finances also to be presented by Lindsay, it was noted that the members need to be aware the figures being presented are for 2013-14 not the current year.	LR
AGENDA ITEMS	

AGM	
a) The final arrangements for the AGM were discussed, including speeches and who would man which stands, this was decided as follows: Broadband – Steve Smith and CBS representatives HLF – Lindsay and Eleanor Mackintosh Hostel – Steve Sacks and Kerry Greaves VIC/Museum – Sandra White Events – Katie Taylor Landscape Gateway - Lindsay	
b) It was acknowledged that additional support may be required in counting the voting slips. If required Jenny Herschell and Dianne Dunlop to be asked.	LR
c) Grant Moir from CNPA and David Oxley from HIE had confirmed attendance, Lindsay to clarify with them time required and finalise arrangements. Agenda to be revised accordingly.	LR
STAFFING	
a) Lindsay updated that the Business Development Manager role had been advertised and the closing date was 16 th October. It was acknowledged that Lindsay should do the initial shortlisting and then liaise with Directors over who would support at the interview stage. Steve Sacks and Steve Herschell indicated they were happy to support.	LR
b) Steve Smith updated that he had met with Kerry re her 2015 contract and she was happy to continue on same contract terms and conditions. It was proposed that she would return at the end of March to be ready for the 2015 season opening, supported again by volunteers to ensure she was able to manage workload effectively. It was approved to issue her contract on that basis.	LR
DATE OF NEXT MEETING	
Wednesday 12 th of November 2014	