**MEETING OF THE BOARD OF DIRECTORS** (91st)

 **WEDNESDAY 29TH MAY 2019 7.00pm IN ROSS INSTITUTE HALKIRK**

**Minutes**

**Present:** Jane MacIntosh

 Jenny Simpson

 Christie Cameron

 Trish Bremner

 Dougie Munro

**Apologies:** Richard MacNicol

**In Attendance:** Linda Bremner

1. **Welcome and Apologies**

Gillian Coghill welcomed members present apologies as noted.

1. **Minutes**

Thanks, were expressed to Jane for taking minutes at the last meeting. The minutes were agreed as a true record of meeting.

**Proposed Gillian Coghill**

**Seconded Jennifer Simpson**

1. **Matters arising**

Discussion arose regarding an email regarding a decision made at the previous meeting a Director felt uncomfortable with. Points were raised over this matter and it was noted there is no allowance for changing a decision once it has been made and voted on at a meeting. Decisions made at meetings stand this supports the ethos of openness and transparency.

1. **Financial Report**

Gillian handed over to Trish Bremner who gave a full breakdown of the fund’s finances to date.

1. **Secretary Report**
* Directors folders

Directors folders were handed out for everyone. These contain much of the current information to help New Directors become familiar with the fund and keep an ongoing record of paperwork to hand for use as reference for Directors. These folders are to be returned when Directors stand down. All paperwork will be printed and taken in a file to the meeting this file can then be added to the Director folder. This will enable continuity for new directors to catch up on previous decisions as all information is there. Folder to be updated after each AGM.

* Website development

Linda asked Directors present to agree a new format for the website. Photos of the current format was shown and some suggestions were made and agreed.

Facebook is going extremely well with a rising number of interactions.

Application forms and all other documents are still being updated as and when they are being accessed.

1. **Funding Applications**

Membership application from

Tanya Horne Dancers Association – Halkirk

Sonja Sinclair – Halkirk

Application form request from Sadie Kevil - Halkirk Improvement Group – they are not ready to forward a funding application yet.

Email from Gordie Levack in connection with a funding drawdown. It was noted there was a miscommunication regarding this however Directors are in principle to fund supporting costs for training from July 2019 pending a formal application.

Application **HD290519-7** Elizabeth Budge – Highland Dance Supporting costs for daughters - £1000.00

**Proposed Jane Macintosh**

**Seconded Trish Bremner**

**AGREED**

Email from Caroline Holmes – broadband improvement costs- advised not within the fund remit this is something HC Councillors and Community Council are looking into.

Caroline highlighted difficulty in finding application for. This will be addressed with new layout of webpage meantime direct link to forms was emailed.

1. **AOCB**

It was highlighted there was an appetite from the community for the delivery of certified first aid courses. First aid course

Red cross - Certificated all day for September October time

Christie Cameron finished in June 2019

1. **Date of next meeting**

August 21st or 28th August 2019 Ross Institute Halkirk 7pm