**NINETIETH MEETING OF THE BOARD OF DIRECTORS**

 **WEDNESDAY 6TH MARCH 2019 7.30pm IN ROSS INSTITUTE HALKIRK**

**Minutes**

Present: Christie Cameron Acting Chair Jennifer Simpson

 Trish Bremner Treasurer Dougie Munro

 Gillian Coghill Richard MacNicol

 Jane MacIntosh

In Attendance: Linda Bremner

1. **Welcome and Apologies**

Gillian Coghill agreed to Chair the meeting for the evening. All Directors were present no apologies to note.

1. **Minutes**

The minutes of the 89th meeting held on 31st January 2019 were proposed as a true record. The word memorial to be removed.

**Proposed Trish Bremner**

**Seconded Jane MacIntosh**

**Approved**

1. **Matters arising**

It was noted Linda should contact the company Solicitors to remove names from companies’ house

Website to be updated however Linda now has contact with Naver tech.

It was also noted all Directors still had to produce copies of their identification for forwarding to the company solicitors.

1. **Chair Report**

There was no chair report however Gillian noted the new documents sent out makes sense. This updates the fund paperwork in line with other funds who operate with similar documentation.

1. **Financial Report**

As at 28th February Balance £452,368.60. There was a balance of £130.40 outstanding amount cheque sent (for boards for the defibrillator) This amount includes ringfenced funding for future projects.

1. **Secretary Report**

Linda update members on the new style forms and the rationale behind changing over to them. The forms were all being standardised, and a new style application form was being developed. The same questions were being used however the layout would make the information clearer. It was also highlighted that at a recent meeting there was an update from Highland Council with regard to looking at Windfarm monies and how it was delivered throughout the area.

1. **Funding Applications**

Linda queried whether Directors would like any missing papers from applications to be chased up before the meeting which they agreed. This will enable a smoother process. It was also agreed that future applications will be deferred if they don’t have all the correct paperwork submitted.

Applications reviewed were as follows.

**HD060319-1** **First Halkirk Guides** – Costs towards Girl guiding weekend trip £960.00

**Proposed Jennifer Simpson**

**Seconded Dougie Munro**

**Approved**

 **HD060319-2** **First Halkirk Guides** – Costs towards individual International trip £200.00

 **Proposed Jane MacIntosh**

 **Seconded Gillian Coghill**

 **Approved**

 **HD060319-3** **Scotscalder hall** – Costs towards upgrades refurbishment £14,667.52

 Approve building works element to allow project to go ahead.

 Query with Eilidh Coll Foundation Scotland eligibility for funding from Achlachan Windfarm Fund

\* Secretary note Scotscalder Hall is eligible to apply for funding.

 Request second quote for all other works applied for. Remaining application deferred to next meeting for

 additional quotes which directors in principle are in agreement with.

 **Proposed: Gillian Coghill**

 **Seconded: Jennifer Simpson**

 **Approved**

 **HD060319-4** Jill **Sutherland** - Charley Sutherland costs for Highland Dancing Championships up to £1,000.00

 Staged payments of £250.00 up to £1000.00 On receipt of receipts and feedback at each stage

 **Proposed Gillian Coghill**

 **Seconded Jane MacIntosh**

 **Approved**

 **HD060319-5** **Halkirk Primary Parent Council** School trip to Dalguise £4,093.53

 Copy of balance sheet to be requested

 **Proposed Gillian Coghill**

 **Seconded Trish Bremner**

 **Approved**

1. **Forward planning**

Directors were advised it would be good practice to promote the fund more through news releases to the John O Groat Journal as well as through Facebook. It all helps to raise the funds profile positively

1. **AOCB**

A letter from Halkirk village council inviting to the AGM was received and read out to Directors. No one at present volunteered to attend however one director is a member of this committee.

1. **Date of next meeting**

**Wednesday 24th April 7pm Ross Institute Halkirk**