

Approved Minutes of the Meeting of the Board of Directors/Trustees

Tuesday 17th April 2018, 19.00-21.00

HDDT Office, Brander Building, The Square, Huntly

Present Les Allan (LA, Chair), Rosemary Munro (RM), Mary Scott (MS), Jamie Wilkinson (JW)

In Attendance Jill Andrews (JA), Donald Boyd (DB), Debbie Haefner (DH, Minutes),

Apologies Bruce Murray (BM), Carole Small (CS)

Ref	Item	Action	By when
1	Welcome, Apologies, Introductions & Declarations of Interest		
	<p>LA welcomed all to the meeting and noted the apologies.</p> <p>RM was unanimously co-opted to the board. DH/RM to sort out paperwork.</p> <p>The declarations of interest were distributed. No amendments required.</p> <p>LA paid tribute to Alastair Ross who sadly passed away last week. LA gave thanks for his work for HDDT and the wider community. He will be sadly missed. All at HDDT send their condolences to his wife and family.</p>	DH/RM	30/04
2.	Minutes of Previous Meetings		
	<p>The minutes of board meeting held on 23/03/18 were approved.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> Changes to M&A of Association – DB has discussed these with DTAS and has got clarification on the queries he raised. DB will get a paper out to the board soon presenting the proposed changes. The contract between HDDT and GRE has been signed by Richard Hammock as Chair of GRE. DB to get copy to LA to sign. DB to send all the summary report for the Greenmyres Energy Hub. 	<p>DB</p> <p>DB</p> <p>DB</p>	<p>30/04</p> <p>30/04</p> <p>30/044</p>

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3.	Financial Report		
	<p>DB presented a summary of the financial position, showing reserved / committed funds. Key points and decisions:</p> <ul style="list-style-type: none"> • Current bank balance £217,269 • Unrestricted funds amount to £154,438 • Restricted funds amount to £62,831 • Further 'committed' funds amount to £94,210 • Other points discussed: <ol style="list-style-type: none"> 1. The SIS extra loan payment of £50K has been made. 2. Still ongoing issues with RBS (from their side) on opening additional accounts. 		
4.	Development Manager's Update		
	<p>DB provided an update on developments since the last Board meeting via email prior to this meeting.</p> <p>Requests / Proposals:</p> <ol style="list-style-type: none"> 1. Agree specification of Greenmyres Ecobothy (item 5) - YES 2. Consider what HDDT might want to input to and get out of Huntly 2030 / Room to Thrive project (item 6) – discuss at May meeting 		
5.	Greenmyres Proposal		
	<p>JA presented her proposals for the Farmhouse Ecobothy, including figures from QS John Pascoe. This detailed the original scheme, plus modular additions (from low-higher cost).</p> <p>After much discussion the board reached a decision to add several of the modular options to the basic proposal (inc improved insulation, an indoor toilet, solar thermal water heating). JA noted the new preferred specification and will accommodate this in a planning/building warrant application.</p>	JA	31/05
6.	Huntly 2030 and what HDDT wants to feed in		
	It was agreed to postpone discussion on this item until the May board meeting.		
7.	Board Matters, including staff contracts etc		
	<p>It was suggested that JW take on the role of Vice-Chair until the AGM in September. JW accepted but made clear that if others wished to be Chair after that he would be fine with that.</p> <p>It was agreed that the base weekly hours for staff contracts will change to 37.5. Staff will received the same salary as they do now but their hours will be reduced on a pro-rata basis. DB to confirm this by letter to all staff.</p>	DB	30/04

8.	AOCB		
	<ul style="list-style-type: none"> • GDPR – the deadline is 25th May. DB/DH to finalise plan and ensure we are compliant. • MS was appointed to oversee the fishing at Greenmyres pond. 	DB/DH	25/05
12	Close of meeting		
	<ul style="list-style-type: none"> • LA thanked everyone for their attendance and closed the meeting at 21.00. • Next Board meeting is Tuesday 15th May at 19.00. 		

