

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

Tuesday 15th May 2018, 19.00-21.00

HDDT Office, Brander Building, The Square, Huntly

Present Les Allan (LA, Chair), Rosemary Munro (RM), Bruce Murray (BM), Claire Newman (CN), Mary Scott (MS), Carole Small (CS), Jamie Wilkinson (JW)

In Attendance Debbie Haefner (DH, Minutes)

Apologies Donald Boyd (DB)

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>CN was unanimously co-opted to the board. Proposed CS, seconded LA. DH/CN to sort out paperwork.</p> <p>NA has resigned as a Board member, LA thanked him for his input.</p> <p>The declarations of interest were distributed. No amendments required.</p>	DH/CN	31/05
2.	Minutes of Previous Meetings		
	<p>The minutes of board meeting held on 17/04/18 were approved.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> • DB to send all the summary report for the Greenmyres Energy Hub. 	DB	31/05
3.	Financial Report		
	<p>LA 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 £209,326 • Unrestricted funds amount to £111,990 • Restricted funds amount to £63,931 • Other points discussed: 		

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	<ol style="list-style-type: none"> 1. The Greenmyres bothy conversion figures are now up to £102,000. 2. Still ongoing issues with RBS (from their side) on opening additional accounts. 3. GRE – no distribution income this quarter. 4. DH to seek training on QuickBooks. 5. Is Susan Munro still assisting with finances? DB/DH to find out? 	DH DB/DH	19/06 19/06
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. Approve proposed salary increase for DH (item 5) – No, more detailed info and job description required 2. Consider what HDDT might want to input to and get out of Huntly 20/30 Room to Thrive project (item 6) – see more info in item 6 3. Approve up to £2,000 from HDDT towards the year-long shared Huntly Information Hub space at the ex-Huntly Visitor Information Centre – see more info in item 6 		
5.	DH Salary Increase Proposal		
	More info required to support this.	DB	
6.	Room to Thrive: Huntly 2030 – what does HDDT want to feed in and will HDDT play a lead role in a Huntly Information Hub in the former Visitor Information Centre (VIC)		
	<p>Open discussion was held regarding the VIC, keys points and comments were:</p> <ul style="list-style-type: none"> • VIC – not sure this is the correct space, who will man it on a daily basis, who will manage it and who will sign the lease? • Will SLF fund us to enable purchase of the VIC? • The Town Team should form a committee to apply for a source of funding from SLF • It must be an equal partnership from all partners • It's too risky, we are jumping in too quickly • Wait until after the Ice-cream Architecture's outcome • We are supportive of it, but at this stage we need more info • What do we want to achieve? • Who will use the space? • It has to be sustainable <p>After a long discussion the Board's decision was that it is a No until further info is received following Friday's Town Team meeting.</p>		

	<p>Input into Room to Thrive, key decisions and points:</p> <p>Project 1: Town centre properties: YES Project 2: Meadows / Riverside redevelopment: YES Project 3: Sports Hub facilities as part of new school campus: NO - the sports hub should be kept a separate project from the new school. Project 4: Extended community transport: YES Project 5: Health and social care: NO - this is a project for NoW, NHS/AB54, Friends of Jubilee etc. Project 6: Energy saving initiative: YES - perhaps with GRA Project 7: Broadband initiative: NO Project 8: Bencoms/Coops: NO Other... None were discussed.</p>		
7.	AOCB		
	<ul style="list-style-type: none"> Less Board meetings could be achieved by creating sub-working groups, these groups should have at least one Board member leading, they then come back to the Board for final decision making. We need more Board members to make this happen. 		
8.	Close of meeting		
	<ul style="list-style-type: none"> LA thanked everyone for their attendance and closed the meeting at 21.20. Next Board meeting is Tuesday 19th June at 19.00. 		