

Glengarry Community Woodlands

Directors meeting

17th August 2016
Forestry Depot @ 19.30hrs

1) Directors Present:

George Cross, Catriona Menzies, Lindsay Rogers, Colin Grant, Grace Grant.

Apologies: June Mathers

2) Previous Minutes:

The minutes of the meeting held on the 15.06.2016 were presented for approval and agreed as a true record. proposed by LR and seconded by CG

The minutes of the meeting held in 20.07.2016 were presented for approval and agreed as a true record. Proposed by CM and seconded by GG

3) Matters Arising:

There were no matters arising from the previous meeting

Actions from meeting:

No	Action	Who	When
1	Application to HIE for CDO salary	Grace	August
2	Induction week with new CDO	Grace	23-26 August
3	Appointment of CDO Line Manager	George	August
4	Installation of BT line and Broadband	Grace	24 August
5	Application to Trust for money for laptop and printer	George	August
6	Arrange date for final scoping walk	CDO	August
7	End-of-Grant Report to SLF	Grace	August
8	Contract for rental space	Colin	August/Sept

No	Action	Who	When
9	Discuss Paths for All funding with CDO	Grace/George	August
10	Invite Margaret Boyd to next meeting	Grace	August
11	Discussion with Johnny Bell re AGM	George	August
12	Invites to other parties to attend AGM	CDO /Grace	August
13	AC and information re Small Woods event	Grace	August
14	JG and Information re Trees for Life event	Grace	August
15	Determine current prices for Craft Fair items	Grace	September
16	Quiz for selling at Produce Show in September	Lindsay	September

4) CDO

Contract - this has been signed and Grace will send on to John MacDonald of HIE to apply for salary. Management - it was agreed that George will be Line Manager. Next week will be an induction week for Tom to allow him to settle in to the community and Grace will be on hand to talk him through the organisation and start an initial discussion regarding management and the meeting of our objectives.

5) Telephone/Laptop

Grace reported that BT did not turn up as arranged on the 16th so will wait to see if they get in touch soon - will contact them if not heard in one week.

It was agreed that we should aim to provide the CDO with a laptop and an A3 printer. George to draft an application to the Trust for this.

6) Depot Development

Good progress has been made. This is continuing and will be picked up by Tom and other volunteers as soon as practical. At the moment Ken Grant and George are working on this.

7) Scoping Walk Dates

Chris Piper has given us several dates in late August - Sept. Tom will be asked to finalise one more walking date and perhaps arrange a short online 'survey' to be put to those members who are unable to walk far enough through the woods. This would give everyone a chance to comment on the proposed plans.

8) Finance

Detailed accounts will be produced for the September meeting

9) Funding

- a) David Knight has been contacted regarding using money allocated for Director Training for Tree safety work. We are awaiting a response on this.
- b) Grace is working on the end of Grant report for SLF - ongoing. will be circulated to Board when completed for approval.
- c) Grace to complete report form and apply for 4month CDO funding from HIE
- d) Colin reported that Stephen is keen to rent space in the Depot at an agreed rate. He will draw up a contract.
- e) We have received money from Paths For All. New Applications for funding will be discussed with Tom.

10) Directors

It was suggested that no Director needs to step down this year at our first AGM. In order to promote and encourage participation from as many people as possible we are keen to ensure that there is a change of directors on a regular basis.

To this end it was agreed to try to encourage others to apply before the AGM.

A directors pack is under discussion

Margaret Boyd from VAL will be asked to come along to our next meeting to gather comments on the Health Check of the Board.carried out previously, and to ensure that we are continuing to perform effectively.

11) AGM Arrangements

This was arranged for October 20th, at the Depot, at 7.30pm

George will follow up with Johnny Bell to see if he could be present.

Grace and Tom will be involved in inviting as many people as possible from other groups. The CC, Hall Committee, Heritage Centre, Glengarry Trust, School. Also local Councillors, (it was noted that Ben Thompson has been very helpful re the School). Reps from CWA, VAL, HIE, and Chris Piper and Amanda Calvert will all be invited.

All members will be notified.

12) Events

- a) Grace will contact Amanda Calvert (Smallwoods) regarding details of this event to be held on the 23rd/24th September. We are looking forward to the networking opportunities this may bring. Ken Grant has detailed a wood store plan to forward other with details of the timber sizes we could use, and will send this to her.
- b) Grace to circulate everyone with the latest details of the Trees forLife event to be held on Sunday 11th October. with the walking of the ponies from Oich Bridge to Invergarry and an event in the Hall. Grace will ask for final details for publicity.

c) Lindsay has booked a table for the Craft Fair being held on the 19th November. A discussion was held as to what should be sold. Mugs, tea towels, and various wooden gifts to keep the woodland to the fore will be priced.

Any other business:

Lindsay and Hector have produced another Quiz, which was very popular last year. It is intended this will be sold at the Produce sale in the 10th September, with a closing date of October 15th, and the winner will be announced at the AGM on the 26th

Next Directors meeting

September 21st - DATE CHANGED TO SEPTEMBER 28TH

Written by:

Grace Grant

These minutes are agreed and approved:

Date: _____

Role: _____

Name: _____

Signature: _____