

Glengarry Community Woodlands Directors meeting

date 24th October 2016
The Depot @ 19.30hrs

Directors Present: George Cross, Colin Grant, Catriona Menzies, June Mathers, Lindsay Rogers, Grace Grant.

CDO Tom Cooper also present

Chairing meeting - George Cross

Minutes taken by - Grace Grant

Summary of Actions from This Meeting

No	Action	Who	When
1	Printed copies of the AGM Agenda	GC, CG, &JM	for 26.10.16

Previous Minutes, amendments and approval: - not done

Matters Arising: - n/a

No Agenda has been circulated

Items discussed

1. Agenda for AGM

It was agreed that George, June and Colin would each print out 10 copies of the Agenda for the AGM. Tom would circulate the agreed agenda to them so that this can be done.

The AGM Agenda was discussed and approved and the format described below would be followed -

1. Welcome introduction - George Cross
2. Apologies - Grace Grant
3. Chairman's Report - George Cross
4. Treasurer's Report - Grace Grant
5. CDO Report - Tom Cooper
6. Directors nominations - We have received nominations for three new Directors. Alan White, Joy Middleton and Alison Houghton. These would be announced and the proposed directors would each give a short biography of who they were and what skills they bring to the Board. They would then be proposed and a vote on their acceptance would be taken by a show of hands. George Cross is prepared to continue to be a co-opted Director if desired by the new Board.
7. Spotlight Talk
Tom would present a short talk on the Forest Plan, which is nearing completion and will be submitted to FCS shortly, outlining areas which he considers of importance to the members.
- 8.AOB
9. AGM Meeting closed by George Cross

Tea and coffee would then be available

2. Any other business:

- Grace informed the Board that an oil fired heater had been bought (cost £60) to heat the office, and this purchase was agreed
- It was proposed that the paternity leave applied for by Tom was accepted, and would be given as paid leave. This was accepted unanimously.
- George Cross proposed that he would continue as line manager for the foreseeable future to give continuity.
- Lindsay delivered money collected from the quiz. The amount was £125 and it was agreed that this should be used for petty cash so was given to Tom for that purpose.
- Lindsay was thanked for the effort involved in producing the quiz. And for collecting the money. A presentation will be made to the quiz winner at an informal time before or after the AGM.

Date of next Directors meeting -The new Board would decide on a suitable first meeting date

Written by: Grace Grant 24.10.2016

These minutes are agreed and approved:

Date: _____

Role: _____

Name: _____

Signature: _____