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| **Colintraive and Glendaruel Development Trust**  **Minute of Board Meeting**  **Thursday 5th March 2015; Colintraive Hall; 16.00** | | |
| Present: | Charles Dixon Spain (CDS); Colin Boyd (CB); Jim McLuckie (JMcL);Michael Kaufmann (MK);Sandra Wilson (SW); John Shiveral (JS); Alex McNaughton (AMcN) | |
| Apologies: | None | |
| In attendance: | Eamon King (EK); Sara Maclean (SMcL); Margaret Shields (MS);Charlie Collins (CC) | |
| Previous minute: | Adoption of the draft minute of the meeting held on the 12th February 2015 was proposed by JS and seconded by MK. |  |
| Finance and Administration: | MS had circulated a report prior to the meeting.   * Electronic payments were authorised by CB. * MS reported that funds were reduced considerably but that claims were outstanding from CARES, HIE and CCF. In response to a question from JS, MS said that there would not be a cash flow problem but reminded the board that 5% of every CARES bill is deducted from CGDT funds (£3k currently). JS wished cash flow projections to be prepared; MS and JS would discuss this after the meeting. | JS/MS |
| Hotel: | * In discussion with the funding body CDS and MS established that the ownership of the hotel was immaterial to the application process because the project outcomes could be delivered through various options (e.g. the hotel, another building, or a new building). The board was fully supportive of this approach. * The preparation of the application was estimated to involve 50 hours of work which CDS suggested the forest funds could finance. This was agreed by the board. |  |
| Cointraive Shop: | MS reported that there had been no reply from the owner. |  |
| Broadband: | MS reported that there had been no progress with Broadband. It was unknown how many residents would benefit from the fibre connection in Colintraive and CBS were not able to provide clarification. CDS had therefore been investigating satellite options, which he would write up for presentation to the community. | CDS |
| Greener Colglen: | SMcL had circulated the CCF report prior to the meeting.   * Greener Colglen project claim to CCF was signed by CB * SW, JS and AMcN to meet with SMcL to discuss a business plan for the shredder. SMcL to e-mail meeting arrangements. * An event would be held at 14.00 on 28th March at the Glendaruel Polytunnel to mark the hand-over of the polytunnels to the Colglen Growers. * The board fully supported SMcL’s pursuit of funding for the rhododendron project * After discussion of communication received from A&BC regarding the public toilets in Colintraive and Glendaruel, the board asked SMcL to determine the level of funding available from the council.   SMcL departed the meeting after this agenda item. | SMcL |
| Stronafian Forest: | EK had circulated a report prior to the meeting.   * An end of project report was required for the Scottish Land Fund.MS had drafted this and required approval from the board. JMcL agreed to check the report and provide approval but the report would be circulated to the entire board for information. * CDS congratulated EK on his successful £10k funding application. The results of three further applications were awaited. | MS/JMcL |
| Cowal Way: | * JMcL introduced Charlie Collins (the newly appointed CW Ranger) to the board. * The project manager (Stewart Miller), would take up his post at the end of March. * A meeting with the funders had been productive; project managers were supportive and had indicated sufficient flexibility to ensure a full 2 years of employment for project staff. * MS reported that there was no update on CW insurance. * A discussion of Colintraive office costs was held; JMcL to discuss this with SMcL (in her capacity as hall chair) | JMcL |
| AOCB: | * SW wished the board to consider how it should mark the end of the successful Greener Colglen project and SMcL’s work in delivering it. * CDS proposed that there should be an open board meeting. This was not supported by the board but it was agreed that a meeting at which project staff presented their work should be scheduled. |  |
|  | The meeting ended at 18.00 |  |
| Future Meetings: | THE DATES OF THE NEXT TWO MEETINGS WERE CHANGED FROM THOSE PREVIOUSLY MINUTED, AS FOLLOWS:  26th March 2015  14th May 2015  4th June 2015  All dates at Colintraive Hall, 16.00 until Glendaruel Hall becomes available. |  |
| **ADOPTION:** | **Proposed:** |  |
|  | **Seconded:** |  |
|  | **SIGNED:** |  |
|  | **Chairman:** |  |
|  | **DATE:** |  |