

## Board of Directors

### Minutes

of meeting held in Magnus House  
at 7.30pm on Monday 24<sup>th</sup> September 2012

Present	Apologies	In Attendance
Graeme Scott      Andrew Leaver Mark Hedderwick   John Graham Calum Fraser       Peter Masheter Alisdair Stewart		Lorna Campbell Warwick Lister-Kaye

Item	Action
<p>1      <b>Minutes of meeting of 2<sup>nd</sup> July 2012</b></p> <ul style="list-style-type: none"> <li>The minutes were proposed by Alisdair Stewart and seconded by John Graham.</li> </ul>	
<p>2      <b>Matters arising from the minutes</b></p> <ul style="list-style-type: none"> <li>Open Day – An open forest day was held on Sunday 26<sup>th</sup> August. This was attended by 35-40 members of the community. Attendees had the option of undertaking a simple ‘treasure hunt’ or going on a guided nature walk led by rangers from Aigas Field Centre. Following the ACF led open day a number of people walked the old drove road to Kilmorack, led by Carrie Masheter.</li> </ul>	
<p>3      <b>Update from Lorna Campbell</b></p> <ul style="list-style-type: none"> <li>Following an open tendering process 10 applications for the development worker contract were received. These were shortlisted to 3 who were interviewed by a sub-group of the Board consisting of Graeme Scott, John Graham, Peter Masheter, Mark Hedderwick and Andrew Leaver. This group chose Lorna Campbell as the preferred bidder. This decision was ratified by the remainder of the Board by email.</li> <li>Lorna started her contract in August with a meeting attended by Andrew Leaver and Neil Gerrard and Su Cooper from the HIE Community Land Unit. At this meeting Neil Gerrard provided encouragement to apply to the Scottish Land Fund this financial year and to request a contribution in the region of £500k.</li> <li>Subsequent to that meeting HIE have begun to show concern about EU State Aid regulations and are now suggesting that these may apply to SLF contributions to community forestry projects. If this is the case the grant from SLF will be capped at 20% of the purchase price.</li> <li>One consideration is that State Aid may apply to the timber but not the land. Until this point is clarified the District Valuer has been asked to postpone providing an up to date valuation.</li> </ul>	

Item	Action
<ul style="list-style-type: none"> <li>Lorna Campbell to maintain dialogue with HIE / SLF and feedback information to Andrew leaver and Graeme Scott between Board meetings.</li> <li>Lorna has begun to complete the SLF application form and outlined the requirement for project outcomes which meet at least 3 of the SLF priorities. The current ACF business plan does provide for suitable outcomes to be extrapolated, but Lorna stressed the importance of the Board discussing and adopting these before the application is submitted. If the application is successful the Board will be expected to report on progress towards these outcomes on a regular basis.</li> </ul>	Lorna Campbell
<p>4      <b>Purchase Funding</b></p> <ul style="list-style-type: none"> <li>Lorna Campbell outlined the potential total funding requirement and provided some examples of how this funding may be secured. Even the most optimistic outlook regarding the SLF would leave a considerable gap to be filled.</li> <li>Some of this will come from Charitable Trusts and the community through activities such as the pledge scheme. Pledges currently stand at a little over £4,000.</li> <li>One consideration for filling the remainder of the gap is the pre-sale of timber through a partnership with a commercial forestry company. There was discussion about whether or not this is a realistic option given the potential size of the funding gap being £300k.</li> <li>Further discussion is required once more is known about the level of SLF contribution and the revised purchase value.</li> </ul>	
<p>5      <b>Community Engagement</b></p> <ul style="list-style-type: none"> <li>Andrew indicated he would arrange a public meeting and AGM for later in the year.</li> <li>There was brief discussion about the need to re-launch the pledge campaign through face-to-face contact in the community.</li> </ul>	Andrew Leaver
<p>6      <b>AOCB</b></p> <ul style="list-style-type: none"> <li>None</li> </ul>	

<b>Summary of Outstanding Actions</b>		
<b>Ref</b>	<b>Action</b>	<b>Person Responsible</b>
20/5	Contact Lord Lovat to invite him to be a Forest Champion and figurehead for the 'Adopt a Forest' campaign.	Andrew Leaver
20/6	Contact Plexus to identify costs for enhancement to website to include video / graphic for 'Adopt a Forest' campaign.	Andrew Leaver
21/5	Progress planning for on-line auction.	Andrew Leaver
27/3	Complete a full set of financial forecasts for business plan	Graeme Scott
30/6	Arrange Public Meeting and AGM for the Autumn	Andrew Leaver
31/1	Maintain dialogue with HIE / SLF and feedback information to Andrew leaver and Graeme Scott between Board meetings.	Lorna Campbell

<b>Chair</b>		<b>Date</b>	