

Board of Directors

Minutes

of meeting held in Aigas Golf Course Clubhouse
at 7.30pm on Monday 23rd May 2016

Present		Apologies	In Attendance
John Graham	Andrew Leaver	Warwick Lister-Kaye	Donnie Chisholm
Peter Smith	Calum Fraser	Graeme Scott	Russell Ross
David Garvie	Peter Masheter	Anne Forsyth	Simon Longman
Mark Hedderwick			

Item		Action
1	<p>Apologies</p> <ul style="list-style-type: none"> Received from G Scott, A Forsyth and W Lister-Kaye John Graham stood in for Graham as acting Chairman. P Smith took meeting notes. 	
2	<p>Declarations of Conflict of Interest</p> <ul style="list-style-type: none"> None noted 	
3	<p>Minutes of meeting of March 13th</p> <ul style="list-style-type: none"> These minutes had been circulated to the Board in advance. Proposed by Andrew Leaver; Seconded by David Garvie. Approved. 	
4	<p>Outstanding actions not covered on the agenda.</p> <ul style="list-style-type: none"> Nothing identified for discussion 	
5	<p>Community Broadband</p> <ul style="list-style-type: none"> D Garvie noted that given recent announcements that programs are in place and seem to be moving in the general direction of supplying broadband to our area, it would be prudent to defer until a later date. D Garvie to remain on the Ward 13 broadband group representing ACF. Proposed by P. Masheter; Seconded by C Fraser. Approved. 	
6	<p>Governance and Constitution</p> <ul style="list-style-type: none"> A discussion took place around a paper A Leaver had attached to the agenda. One question was whether there was a need to discuss this item further. Consensus was that there is such a need. Further to that, there was a discussion as to the scope of changes – was it only about geographical boundaries and board member terms of office, or were additional questions and concerns requiring consideration. It was agreed to review the constitution at the next meeting in June. This gives us time to 	AL

	also consider whether we need potentially costly legal approval of any changes to the deeds of association.	
7	<p>Trustee Indemnity Insurance</p> <ul style="list-style-type: none"> • J Graham and P Smith were tasked with researching the need for such insurance. Their paper concluded that the risk of a director of ACF being sued is so minimal that insurance over and above what we currently have as liability insurance is not good value and should not be considered at this time. • It was therefore approved by the Board not to take out Trustee Indemnity Insurance. 	
8	<p>Forest Design Plan</p> <ul style="list-style-type: none"> • The draft plan prepared by D Chisholm had been circulated prior to the meeting. • P Smith asked if the felling plan had changed from previous versions. Donnie agreed it had but should be relatively fixed now with the exception that not all surveys had not been completed as input to the felling plan. Each phase of the felling plan covers five years. • It was agreed that a tender for felling contracts would be prepared by Donnie. • A Leaver proposed and C Fraser seconded. Approved. 	DC
9	<p>AOCB</p> <ul style="list-style-type: none"> • R Spencer-Jones will give a talk in October regarding the cultural history of ACF. • J Graham presented a tweezer type tick removal tool and asked whether we should distribute these gratis to volunteers working in ACF. It was felt that giving them away might not be strictly necessary but that we should go ahead and do so plus make volunteers aware of the threat of Lyme Disease. P Smith informed the group that he has been working as an adviser to LymeApp (formerly LymeMap) which is looking at ways of generating, collating and distributing information regarding ticks and Lyme. P Smith has offered to prepare a presentation to the board on the findings of this working group. Anyone wanting a tick removal tool should contact J Graham. More to follow. • A Leaver updated the board on funding. The application to SSE was unsuccessful but the Big Lottery application has been amended to include cost of development officer(s) and equipment for formation of a Firewood Club. • Bank payment methods were discussed and there was agreement that we should change from payment by cheque to payment on line with only one approved authority. • D Chisholm noted that an oak log had been donated by someone from the other side of the glen. Donnie to follow up. • The meeting closed at 20.45 	

Summary of Outstanding Actions

Ref	Action	Person Responsible
40/2	Follow up with CKD Galbraith on mast lease renewal.	AL
41/2	Prepare application to The Woodland Trust when required	AL / DC
43/5	Register ACF for VAT	GS
49/1	Prepare discussion paper on changes to constitution for next meeting	AL
49/2	Prepare tender documents to let a felling/harvesting contract	DC