**Camus Cross and Duisdale Initiative**

**Meeting of Directors**

**Monday 7th October 2019 at An Crùbh 7.45pm**

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| **1.** | **Present:**  Mark Wrings (MW), Siusaidh NicNeill (SN), Susan Walker (SW), Penny Hardie (PH), Euan MacDonald (EM),  In Attendance: Jeana Wilkinson (JW), David Collins (DC)  Apologies: Innes Grant (IG), Michael Rossie (MR), Keith MacKenzie (KM), Sharon Campbell (SC) |  |
| **2.** | **Approval of Previous Minutes and Matters Arising**   1. The minutes were approved subject to minor amendments. 2. The laminated signs to explain the relationship between An Crùbh, CDI and ACL are to be drawn up by SW. 3. The date for a meeting between ACL and CDI is yet to be determined. SW is to set up a Doodle poll to find a suitable date. 4. The outside light is apriority for the safety of customers and staff with winter approaching. A temporary solution is for staff to use the large parking bay at the front in the evening which JW will discuss with SC. SC to ask an electrician for possible options and a quote for the work. 5. The information screen is not yet up and running. 6. The digital Heritage Screen is awaiting the production of graphics. IG to be asked to highlight the need for volunteers to set up a heritage sub-group to move this forward in his covering email including these minutes. | SW  SW  JW/SC  SC  IG |
| **3.** | **Presentation by Archie MacCalman – Dòchas Project**  Archie MacCalman outlined the general principles for the Dòchas Project, an initiative to sponsor a family of refuges to South Skye. The project will be formally outlined and the community consulted at future events but he requested the support in principle of CDI following a short presentation, which the directors agreed. Further details of what is involved will be circulated to the community once all those involved have been contacted. |  |
| **4.** | **Finance**   1. IG sent a report in his absence. The RBS balance stands at £7799.53 after paying the accountants fees of £1230.00. The Co-op balance stands at £739.87. Income for 2019 comprises of £6978.00 from rental income, £1000 from the fundraising group and CDI lottery has raised £286.00. 2. It was originally suggested that ACL be asked to pay £3000 of the bill for the tarmac road and the balance to be paid once more funds are available. It was noted that ACL have born the entire cost of the recent road improvements. After some discussion it was decided that CDI pa would reimburse ACL. SC to be asked to forward the application for a grant to cover this. 3. SW suggested that the 50/50 lottery money should go directly to the Co-op bank account to build a contingency fund. IG to discuss with Elaine Smith. | IG/SC  IG |
| **5.** | 1. **Business Development Manager’s Report** 2. The floor for the wood chip hopper is rotten and in need of urgent repair, and a ladder is required to access the hopper. SC is to be asked that when the boiler is serviced the engineer is asked what the best approach should be. In the short term the floor will be patched at the first available opportunity, and SC to advise PH of when the hopper will be empty for inspection. PH to arrange a temporary repair. 3. IG has offered to repaint the damaged kitchen ceiling once there is opportunity with the reduced café opening hours. A tradesman will mastic around the kitchen. 4. The wall in the toilets are being marked by splashes for the hand dryers. SN to ask a local plumber for any suitable offcuts to prevent further damage. PH to also pursue a course of action with another local plumber. 5. The café opening hours will be reduced to Thursday to Sunday for the winter season but the shop and Post Office will remain open as normal. 6. SC reported that the intruder alarm has been activated recently on Friday evenings. This will be further investigated. | SC/PH  IG  SN/PH |
| **6.** | **Request From Fundraising Group**   1. The fundraising group have asked why the café kitchen cannot be rented out for charity and community events and feel there is a lack of consistency and transparency about the costs to hire the facilities. It was agreed that ACL should respond to the request to hire the kitchen since this is part of the commercial premises, so it sets the hiring fees and conditions and is also subject to Environmental Health regulations. This highlighted the need for a published price list for the areas managed by CDI and those managed by ACL, what facilities are included in the prices and what is expected from members when the facilities are hired. This information should be displayed on the website as well as being printed, and the difference between ACL and CDI highlighted. MW is to respond directly to the members letter requesting information, SN will draw up a list of charges to be agreed by the directors and SC. SW requested that charities be allowed special rates and it was broadly agreed that prices should be in line with Kyleakin village hall, as a similar sized modern venue. 2. A sink and taps for the community kitchen, that will be included in hall hire, have been donated by Ragtag and have been collected by SN ready to be installed. The directors extend their tanks to Ragtag. Once the community kitchen is fully operational it will be available for hire along with the hall to allow them to provide their own catering for events. | MW  SN/SC |
| **7.** | **Fundraising Report**   1. SN reported that the fundraising group has been accepted for Gift Aid Small Donations and two years of events will be scrutinised to determine what might be claimed. SN was thanked for her efforts to secure this. 2. The collection tins have raised £92.58 and the clothes event £263.00 3. A quiz night and supper have been agreed for 15th November 2019 which will cost £10 per head and include a fish supper. 4. SN has purchased Perspex boxes for pothole fund donations and suitable places will be found to site them. PH suggested a “fill the pot-hole draw’ and will work on this idea for the next meeting. SN will apply to The Tourle Foundation for further funds to repair the driveway. 5. HIE are unable to help with a graduate scheme to fund a marketing and events position as CDI is not one of their account-managed groups. SN is to investigate further ideas for business study student placements with West Highland Collage and ways in which such an initiative can be funded. The Robertson Trust would be willing to consider an application, however CDI would have to become an employer in order to employ the person and found 50% of the costs of the position. | SN/PH  SN |
| **8.** | **ACL Joint Meeting Plans**  SW has asked the ACL board that CDI wishes to appoint EM to be the CDI representative on the ACL board once SW retires at the next CDI AGM. EM should attend ACL meetings alongside SW until the AGM in order to provide a handover period. The next ACL meeting will be a finance and budget meeting and will be in early November. SW and EM will attend.  MW asked that the CDI representative on the ACL board provide a financial report on ACL activities. These will not be minuted on a regular basis to preserve commercial integrity but will ensure that the CDI Board of Directors, as the parent company and as such financially responsible, are kept informed. SW and EM to take this request to the ACL board. | SW/EM  MW |
| **9.** | **Forward Meetings and Communication**   1. The dates of future planned meetings were agreed as 4th November 2019, 2nd December 2019 and 6th January 2020. SN sent apologies for the November meeting. 2. Minutes of CDI Board of Directors meetings are to be placed at An Crùbh and the village site. 3. It is the aim of the board that an edition of An Lianag be produced before the AGM. |  |
| **10.** | **AOCB**  JW asked about the progress on the new signage. SC to progress and provide an update. | SC |

**The next meeting will be held on 4th November at 7.45pm at An Crùbh**