**Upper Eskdale Development Group**

**Board of Trustees**

**Meeting Minutes**

**Sunday, 14th May 2023**

**Attending:** Ernie Buck, Nancy Chinnery, John Darwell,Jakki Gunn (Chair), Ani Lhamo, James McCulloch, Lisa Warden

 - Lara Porter and Adrian Solomon

**Apologies:**Carol Bennett, Julie Macleod

**Minutes of the last meeting, 12th March 2023**.  Majority of actions have been completed. Still in progress:

* Accommodation: Colin has now left the Board, however John agreed to discuss with Bernard as he already works on that land for him. Lara and Lisa will also support. Jakki and May (from ESMP) are meeting to discuss joint working between the Hall and the Hub.
* Bank accounts: to be discussed at this meeting

Nancy moved and Ernie seconded the motion to accept the minutes.  The motion was carried.

1. **General Administration (incorporating ODM report)**

The Board welcomed James McCulloch as our new treasurer. Lara updated the Board with her Manager’s Report. Items to note with actions are:

* Vent Lightspeed now in use across the retail aspects of the Hub. This will improve customer service and reduce employee stress. ACTION: all items within shop to be bar coded and staff training to be completed.
* Risk Assessments still to be completed. ACTION: Lara to formulate a plan, Lisa will support as required
* ‘Faces and Places’ project now underway. ACTION: Board members to support and help Angie and Mark where possible
* Repairs and general maintenance issues highlighted. ACTION: Ernie is going to make some new advertising signs focussing on cyclists. Lara continues to source volunteers where possible to remedy issues within the building. Board members to be aware of what needs attention and think of ways to get these things sorted out.
* Adrian presented the financial report. For the first time ever the cafe broke even financially. This is a testament to the hard work of Helen and her team and the Board recognises this and offers support to continue this trend.

**2) EEA**

Nancy confirmed that the funding application to Foundation Scotland has been submitted. If successful then this funding will be used to develop the room upstairs for use by the art groups as well as the wider community.

**3) Garden Club**

Results of the funding application to Awards for All should be announced at the beginning of June. Meanwhile a small donation of £50 has been received from Wickes Carlisle and this was used to purchase compost and decking screws. The group then planted out the potatoes in to the tubs.

**4) Other Business**

* James updated on the proposed new banking plan. Current funds in the Bank of Scotland exceed the FSCS protected limit of £85,000. The proposal is to move a sum of money to the Skipton Building Society which will offer 2.95% interest also. Requires up to 4 signatories; the Board selected Adrian, Lara, Jakki and James. The Board unanimously voted in favour of the motion and the motion was carried. ACTION: James to complete required paperwork and signatories to provide appropriate documentation.
* Articles of Association: the Board voted to remove sections 16, 18, 19 and 20. Section 51: number of Directors to be increased to 11. Section 59 to be reworded and section 95 to remain unchanged. ACTION: Lisa and Jakki will make amendments to the AoA and Lisa will submit changes to OSCR.
* The Board discussed again the timing of the meetings. One Board member remains unable to attend at 10am (or in a morning any day of the week). The majority of Board members have weekday commitments such as employment. The Board members discussed the option of a pm meeting at weekends, however due to volunteering commitments within the Hub itself a suitable alternative time can still not be agreed upon. Therefore a vote was taken and it was decided to keep the meetings at 10am. ACTION: Jakki to discuss with the Board member who is unable to attend and who has now missed 3 consecutive meetings.