



Date/Time	21 st November 2023
Location	ZOOM (Video Conference)
Attendees	Trust Directors: Rhoda Meek (RM, Chair), (MF), Neil MacPhail (NMP) Christine Coghill (CC), John Bowler (JB), Elspeth MacKinnon (EMK), Jacqui Bennett (Jab), Eoghann McGregor (EMG), Trust Staff: Phyl Meyer (PM). Inge Armstrong (IA – minutes)
Absent, Apologies	Martin Finnigan (MF)
Absent, No Apologies	Donnie Campbell (DC)

1. Welcome & Introductions

RM welcomed all to the meeting. Apologies received from Martin Finnigan. Apologies were not received from Donnie Campbell (sixth meeting in a row). RM will be contacting him to discuss his resignation from the Board.

2. Declaration of Conflicts

None declared.

3. Previous Meeting

a. Minutes

The September 2023 minutes were approved:

External minutes approval proposed by JB and JaB

Internal minutes approval proposed by CC and JB

b. September Actions Update and Matters Arising

Action Update.

Action 149: Awaiting final approval of funding.

Action 150: A date will be set for January.

Action 152: It was noted that there are no compensation rights to the time it took to fix the minibus etc. Board approved for this not to be pursued any further.

Action 156: Mini-bus - PM holding on taking this further as Angus-John Mackechnie is doing further research.

Action 157: A article went in the Trust newsletter for new directors and another general push for new directors is required.



4. Actions taken since September Board meeting.

Decision was made regarding proceeds from Fireworks raffle.
Two CPOs were approved and appointed instead of one.
Decision about Discover Tíree properties were confirmed.

5. Audit

Trust accounts and consolidated group accounts have been circulated throughout with the board and subsidiaries.
We are still to hear back from 4 directors, majority has been received. Approval has been received – proposed and approved by Rhoda Meek (group consolidated accounts included in approval).

6. Recruitment and Staffing

Augustijn van Gaalen starts on Monday, he will be working with Lauren on a display board (for the Christmas light event) highlighting the trust activities, projects, from the past year.
Morven MacArthur starts at the beginning of the new year.

7. Health & Safety

This has been covered in Staff reports, and KB has made progress on the various Health and Safety policies, and broader HR policies. PM commented that the staff are being asked to review and feedback on policies. PM asked if the Board wishes to sign off on these policies, and RM commented that policies will need to be signed off by the board. It has been requested that KB have several policies ready at the next board meeting

ACTION: KB

8. Funding

There may be a need for extra funds for business units, as we are no more forward on receiving a final figure. We are working with design team to reach a final decision on the drainage system. It was not made clear in the specification/tender that we would be working under the water table. This will increase the cost, to de-water etc., a possible solution may be to make use of a pump, awaiting on the engineer to confirm/approval on this option. A site visit with the architect and engineer is planned for the week ending 23rd November. The funders are fully aware of the issue. There is possibility that there may be more funds available.

RM commented on how the Trust has learnt from this issue.



Until leases have been signed by the respective tenants (until date of completion), no announcement will be made by the TCEL, the tenants can make announcement if they wish too.

9. EGM/AGM

Details of the EGM/AGM have been covered in the previous meeting. We checked with the lawyers regarding sending a notice to all members of Trust and it was confirmed that everyone (full members and associate members) must be informed about the EGM/AGM.

10. Working Group Report

Finance Subgroup

CC sent a draft paper on the Legacy fund to MF, no response has been received as of yet.

Housing

KB has documented on managing of housing with positive feedback from the Hynish team. There is a dire need for long term rented accommodation. There are no options out there, many houses are for sale, but none for rental. PM and KB are looking at assorted options on how to take this forward, this is a work in progress. If the board knows of anyone of who may have a property, please do make PM or KB aware of this.

Childcare

PM meeting with BS on Friday with CALLA to explore tentatively working in partnership with them regarding setting up a childcare service in Tíree this is an exploratory meeting.

PM will be meeting with the Head of Education from the council and her colleagues in January, and see what is available (location etc.), this will be a solution focused discussion to improving childcare in Tíree.

Gaelic

Funding application is in progress, and MK has been actively working on a work plan.

11. Staff Reports

Trust Activities report

Santa is needed for the lights switching on event. Various suggestions were made by the Board and any suggestion welcome. Catering in place for the light switch on. Lights have been replaced as last year were beyond repair.

JB thanked the Trust team for their hard work.



Finance/Budget/Cashflow

No finance report was submitted for this meeting, full budget report for December meeting.

12.AOCB

AGM director recruitment

There is a need for new directors, as EMG, EMK and DC are standing down. Two more need to stand down and be re-elected (the way the articles are written, it states that one third of sitting directors need to stand down, and then if there are none standing down then the longest standing needs to stand down). RM, JB, CC and JaB are remaining and therefore 5 will need to be elected/nominated (NM has to stand at the general meeting as only joined during the year).

There are no procedures on how elections are to be held etc. The meeting will take place by Zoom unless there are request for in person meeting then it will be held at An Talla. NM plus 4 people to stand for elected seats, re coopt MF as he automatically stands down if he wishes to remain on the Board.

Matthew MacDowell would like to stand for directorship. It was noted that directors are to encourage people to stand.

Crossover Directors

It is important to ensure people are not confused about the various director options. Have a focus on the Trust and push in the new year for the subsidiaries.

TCMAL have proposed Bud Greenlee as director to the TCMAL, he has been asked and is interested. BG has an interest in the marine environment so a good fit.

Proposed by RM, seconded by JB.

CMAC Loan update

No further information as MF is still away. RM will contact him for an update.

RM thanked EMG for being part of the board and support.

An informal Christmas event will be held on the 8th December at the offices for the Trust staff, directors most welcome to attend.

13.DONM

Tuesday 12th December 2023 at 7pm by Zoom