

**ISLE OF LUING COMMUNITY TRUST**  
Registered Charity SC036441

**Minutes of the Meeting held at Acha Feur, Cullipool on  
13 February 2017 at 7.30 pm**

**Present**

J Robertson (Chair), A Fleming (Treas), E MacLachlan, N Dyckhoff

*In attendance:* board of Isle of Luing Trading Company

*(Note: as this was a joint board meeting, the minutes cover the business of the Trust at this meeting, for which the TC board members were observers only.)*

*(Meeting minutes taken by Z Fleming in absence of the Secretary)*

Item		Action
1	<b>Apologies</b> P Hooper (Secretary)	
2	<b>Minutes</b> of 4 February deferred to next meeting	
3	<b>Matters Arising:</b> the Secretary has been asked to send a letter of appreciation to NB.	<b>PH</b>
4	<p><b>Treasurer's report</b></p> <p>AF gave a brief summary of the accounts and balances to date: Main a/c £6413.28, Projects a/c £14284.30, BL a/c £12969.</p> <p>The Treasurer will discuss with the BL account manager changes in the allocation of revenue funding under various headings to allow for changing circumstances, including a different approach to a better till in the café.</p> <p>A short-term increase of £1000 in the loan to the Trading Co had been agreed, but it was decided a few days later that the loan was unnecessary, and it was repaid. No interest was charged, as the amount was negligible.</p> <p>Rental agreement for 2017 set at agreed market rate of £2000 (essential for OSCR and HMRC purposes), have been free for 2015, reduced rate of £1000 for 2016. Rates, utilities and legal costs not included.</p> <p>Funding: Creative Scotland bid for funding submitted in Feb by J. Churchill; result in mid-May. In the meantime those bookings of drama and music performances will be contacted by J. Churchill to offer only 70:30 box office split as last year until the result is known. The CS funding from last year is coming to an end now and the performances it enabled were mainly very successful.</p> <p>The Celebrate grant award for volunteers on Luing will be spent later in the year, probably in May/June.</p> <p>The Tesco award of £1,000 for the Art Trail has not yet been received.</p> <p>With the end of Birgit's short-term contract there is still some funding left for marketing.</p> <p>A digital projector has been purchased as part of the Sound System procurement from CS funding – needed for Mairi Campbell's show in March. Installation of the screen donated by M Whitmore is being actively pursued.</p>	
5	<b>Annual General Meeting</b> There was a discussion about possible timings for the next AGM, given that it should be held outside school holiday time. It has been the aim to return the date gradually towards the original timing in May; a start was made last year with a date at the end of August, but the leap from that date to a date before the school holidays start raises problems of having the accounts returned in time from the accountants. No decision made.	

Item		Action
6	<p><b>Trust Staff posts:</b> L King is to be offered extension of contract to 31 May 2017, by which time it is hoped that funding may be available to re-structure the staffing. Advice on this and obtaining funding will be taken from the board's Business Adviser and the Lorn Islands Partnership consultant at in meeting in early March. In the meantime, Jonathan Robertson has advised that one or more of the venue assistant may be interested in providing cover for the production of marketing/advertising posters/fliers for events. The board was grateful for the advice, and asked that this be taken forward without delay.</p>	AF
7	<p><b>Any other competent business</b></p> <p>The <b>Lorn Islands Partnership</b> is now a CLG. The Trust directors on the LIP board are AF and JR. Reminder of invitation to attend the Open meeting on 25 Feb. From now on LIP will need to be a formal agenda item, being a partner in the ownership of LIP Ltd.</p> <p><b>Trust board:</b> Helen Thomson had been offered co-option to the Trust board, following considerable help offered to both boards over the past two months, once she had formalised her membership of the Trust. Sadly a letter has been received that she is not going to proceed with this co-option.</p> <p>The Board has asked the Secretary to write a letter of thanks to Norman Bissell accepting his resignation, and thanking him for many years of hard work on behalf of the Trust.</p> <p>The Board needs new members, and directors were requested to actively ask around.</p> <p><b>Update:</b> a Members' Update is to be written and mailed out in early March. A draft will be circulated soon.</p> <p><b>Trading Co.:</b> the EPOS till has been ordered.</p> <p><b>Policies:</b> a provisional Health &amp; Safety policy has been put in place, but more work needed to make it more relevant to the Trust and TC/AIC</p>	
8	<p><b>Date of next meeting</b> 6 March 2017 (<i>Note: later put back to 13 March</i>).</p>	