

Strathnairn Development Company (SDC) Board Meeting 27 June 2023

Present: Mike Danson (MD), Neil Dawson (ND), Jillian MacLennan (JM), Paul Robinson (PR), Kirsty Adam (KA), Raghnaid Sandilands (RS - minutes)

Apologies: Scott MacDonald (S), Megan Bee (MB)

Location: Farr Hall 7.30

1. Welcome, introductions, apologies, proxies and quorum

We are quorate.

Approval of minutes. Action point re; CDO expenses to be sent to PR. This has been done.

Changes recommended : change MD, JM, MB 'co-opted' to 'appointed'.

Advised to redact all names. Take out name of member that had moved from the area.

A number of interim meetings held during May and June.

Minutes taken in note form for our own records only.

There are no new members applying at this meeting.

2. Constitution.

MD & PR to work on the constitution.

Details to be passed by the board for input in due course. Then to be circulated to membership

Action point:

MD & PR to work on constitution. KA to input.

3. CDO recruitment

MD suggesting we advertise soon. Advertise through summer - look to have a 6 week lead in - deadline Mon 14th August / interview in week beginning 4th Sept (to avoid the DTAS conference on 28th Aug) & aiming for a start date on 1 Oct to give us time to get references.

Agreed that we should advertise and interview with the hope of having at a min 3 credible candidates.

Looking to advertise via;
HTSI, UHI career services, SCVO, SDO Good Moves.

Linked in. MD setting up a site to help with advertising post. JM to expand LinkedIn connections in the sector in preparation.

Will use all the social media avenues available (facebook forums/ groups - DTAS / Highlands / Islands jobs etc). Facebook post re; new advert. Ask community to share.

Agreed that some break down of the shape of a week for the CDO and where they will be situated will be required in due course.

Felt it might be a good idea to communicate a synopsis of job role of the CDO on a semi regular basis with the membership / on socials.

Edits in by Monday on the job spec from trustees.
KA will look at job description.

Will aim to advertise role for 12 months with a view to extend.
A conversation about who would be good to sit on the interview panel.

Action points:

MD to get the advert out via the above channels.

JM to look at LinkedIn to expand reach.

4. Treasurer's report.

The board agreed to Statement 3. C above.

We will need speak to SCBF re; running costs.

PR raised Highlands Sustainable Development Fund as one pot to consider.
Opens in Sept onwards.
Funding could be useful for a secondary role.

Action points:

PR awaiting 2 details re; cost of cleaners / also cost of generators. Relatively small sums.

PR to look into Gift aid on the sum raised at the Coronation Tea Party.

PR to make sure we have confirmation on cancellation of bands.

5. Website / social media

Action point:

JM / PR to work on the trustee page.

6. Events

Opportunity to change / extend events as necessary - lead by the community groups.
The CDO / selves can offer support with events.

Budget runs May - May.

Informally SDC to ask people/ groups what support is needed.

Have had discussion on what adjustments to make to the proposed time line.

Firming up on the consensus of what is feasible / fitting;

August family event - felt to be a difficult time at end of holidays / no previous events of this type. No obvious community lead / requirement here.

Community Group Event - meeting / discussion forum to be held tail end of August / Sept.

Halloween party - this event runs well as is. Felt it was not appropriate to act here unless some help is sought by FANS. Ask informally.

St Andrews. Farr Conversations will host this ceilidh in November.

Christmas event run by CC. SDC to support them in that, if required.

Fair - Sustainable Strathnairn/ FANS - PR to ask if that is to proceed and if SDC can help.

Cinema day move to February Fri night / Sat morning.

SDC to ask organisers of Burns event if there is support they need.

Senior lunch club - PR contacting them.

Community transport - sub groups - Sustainable Strathnairn, Scata bus, ourselves - Energy Saving Trust have funds available at the moment. Robertsons Trust also have part funding, Plugged-In community grant also. Leads to follow up.

Meetings / minutes - should we have a fixed regular monthly meeting? MD to circulate a chart to see when might be a good time

A member has made a suggestion that we put the minutes up on website after approval.
Agree to post monthly board meeting minutes as soon as they are approved.

Next meeting:

End of July TBC

MD to circulate a grid.

Visit Strathnairn Development Company's website: <https://strathnairndevelopment.scot>

Have you read Strathnairn's Community Action Plan? You can [download a summary](#), or read [the whole thing](#) from our website.

Are you resident in Strathnairn Community Council's area? [Why not become a member?](#)