

IGHT Board Meeting

Monday 24<sup>th</sup> February 2020

Trust Office – 19:00

- 1) Present: Ian Wilson (IW), Fergus Christie (FC), Jane Clements (JC), Ailsa Raeburn (AR), Anne Shaw (AS), Stuart McNeill (SM) Brandon Clements (BC)

Apologies: Malcolm Henderson (MH), Linda MacDonald (LM)

Did not attend:

Minutes: Alexandra Vipurs

### 1. Chair welcome

Ian Wilson opened the meeting at 19.00 and a prompt start was made in discussing items on the agenda.

### 2a) Finance update from Hannah Fawcett

Hannah Fawcett has now completed the hand over from Pamela James. Hannah presented the most up-to-date figures to the Board. Currently there is £71K in the IGHT current account, GTL has £4K in the current account and £59k in the Holiday Cottages account, GREL has £96k plus £41K in the reserve account. GGPL has £119K and a reserve of £22K.

Going forward, a budget versus the actual cash flow will be presented for each month, alongside any issues which need to be addressed. It was agreed that Directors will have access to online banking for all accounts. Hannah is proposing a move to either XERO or SAGE to ensure more effective and efficient book keeping and posting of costs. She will agree the best system with RA Clement and hopes to have this in place for the start of the new financial year.

### b) Training on 6<sup>th</sup> April

Fiona McGlynn will be providing a finance training session on 6<sup>th</sup> April. Fiona will share information from this with Hannah Fawcett whom is unable to attend the training session. Members welcome to attend the main session.

### 3) Chair update-GREL/GGPL

Fiona McGlynn has provided advice on the final figure to be transferred from GGPL to the Trust. The amount may be repaid in instalments. The figure will be finalised in June 2020.

The gearbox for GREL is not yet in the country but will be installed as soon as is possible.

Andy Clements has sent a letter to VESTAS to query financial invoices.

Andy Clements raised the idea of purchasing a drone to help oversee the condition and management of IGHT land.

### 4) Staff meeting update.

Andy, Shona, Jackie, Jane Millar, Thomas and Malcolm attended the staff meeting held by Anne Shaw. Anne presented questions and concerns raised at this meeting to the Board. Anne will transfer a copy of the meetings minutes into a record book. Moving forward, staff meetings will be held on a monthly basis and the next meeting will be held on 23<sup>rd</sup> March 2020.

#### 5) Agriculture update

An update on the agricultural meeting was given.

#### 6) Housing update

There are currently two empty houses on the island which have been advertised.

#### 7a) Architect appointment

A Director from Collective Architecture is meeting with Ailsa and Jane Millar this week to produce an outline design and layouts for the housing and hub and also Achamore Gardens. Plans will be provided to Board members and feedback sought for these.

#### 8a) GTL Holiday cottages options appraisal

Jane Millar is meeting with Kerrie Grant on 25.02.2020. Management of the five holiday cottages will go out to tender. Local interest will be encouraged although the opportunity will need to be advertised as widely as possible.

This will not be restricted to current residents of Gigha. The Activity centre is also currently out to tender.

#### 8b) Campsite

Some site work has started on the campsite, the results from which will be passed to the Architects and Engineers.

Andy Clements has sourced costing for a temporary toilet/shower block for the existing Boat House campsite for this season.

#### 8c) Activity Centre.

There have been several expressions of interest in the Activity Centre, the deadline for which closes this week.

### 9. AOCB

#### a) GDPR Policy.

Shona has worked very hard to update the existing GDPR policy. Ailsa will circulate this in the near future and necessary information will be sought.

#### Meeting ended at 21:00

Next Board meeting:

- 23<sup>rd</sup> March @ 19:00 (following the Garden meeting @ 13:00 & Staff meeting at 15:30)
- 6<sup>th</sup> April @ 19:00
- Members meeting: 25<sup>th</sup> March @ 19:30