

Minutes of the HCDT Board Meeting on 22 June 2022

Present: Carole Miller, Fiona Jefferson, Innes Harrison, Donald Murray, Euan MacLeod (Development Manager).

Venue: Raebhat House, North Shawbost, HS2 9BD

○ Appointment of office bearers

- Innes proposed Carole as the Chair. Fiona seconded the proposal. Carole was happy to accept the post.
- Fiona was re-appointed Secretary at the board meeting held on 17 May.

○ Matters arising from minutes of previous meeting

- A public meeting was held on 6 June. No minutes were taken at the meeting, but bullet points of the discussion will be made available. Lots of positive discussion took place at the meeting. There was general agreement that more consultation with the community should take place.
- Regarding the completion certificate for Raebhat House, CNES Building Control indicated a site visit would take place to assess whether any additional work was required before carrying out the final inspection. The Building Control officer has not yet arranged the visit. We will chase this up. Additionally, we will look at the implications of having no completion certificate, particularly regarding insurance.
- We will check if weed killer is stored by our staff and if certification is needed.
- The minutes of the meeting held 17 May were approved.
- Going forward, the board will sign paper copies of the approved minutes, to be kept at Raebhat House.
- We still need to approve the minutes of the 2022 AGM and, if necessary, update the minutes of the 2021 AGM.
- After every AGM directors will be sent the Disclosure of Interest form, so the Register of Interests can be updated.

○ Items for discussion:

- Carole will update the Governing Document. Bye laws adopted at the AGM 2020 and 2021 will be incorporated. Any inconsistencies within the Governing Document will be reviewed with the intention of making the document clearer.
- The board agreed that letters of complaint from members should be shared with the membership.

○ Funding Applications:

- * The application by Shawbost Primary School was approved. The school was awarded £750 for the end of term activity day.
- * The application by Acair was approved. £1000 was awarded to enable the publication of a book about the Nicolson Institute.
- * A bursary of £2,000 was awarded to Sharon Emmerson. A bursary of £2,000 was awarded to Katie Gillies. The 2022 budget for bursaries comes from the UK CRF grant.

○ Membership:

- * Membership applications were approved for Helen Donald and Andrew Martindale.
- * Welcome Packs will be distributed to 2 new resident households.

○ Business Update:

- * During the trip to Uist, part of the Cumhachd Coimhearsnachd (Community Power) project run in partnership with Community Energy Scotland, delegates visited some inspiring community projects. Tagsa Uibhist provided info on their transport project and growing sites. Uist Wind gave a tour of their turbines and shared their experiences since they were erected in 2019. The Loch Maddy School project was the final stop in Uist, before a visit to Leverhulme Hub in Harris. In attendance were representatives from CES, UHI Innse Gall, Pairc Trust, North Harris Trust, Breasclete Community, Cothrom Restore, as well as two phd students.
- * The board asked for quarterly reports to be submitted Donna, Keith, Lydia, Euan, and Laura. This will be done on a rolling basis, i.e. a different staff member will submit a report each quarter. Monthly staff reports will be uploaded to the Board of Directors shared folder.
- * We discussed the upcoming application deadline for the next round of Investing in Communities Fund (2023-26).

○ **AOB**

- * Innes resigned from his position as a Director and left the meeting.

Next meeting: A General Meeting will be called in order to elect new Directors.