	MCDC Board Meeting Minutes APPROVED	
	Date:	Thursday 7 th March 2024
	Time:	7PM
	Location:	The Hub
	Public/Board Only	Board Only
Directors Attending:	Angus Robertson (AR) (Chair), Clara Montgomery (CM), Sam Firth (SF), Sue Layton (SL) Henriette Laidlaw (HL)	
Staff attending:	None	
Public attending:	None	
Apologies:	Bob Jones (BJ), Keith Laidlaw (KwL) (Honorary Treasurer), Jane Stuart-Smith (JSS)	
Chaired by:	Angus Robertson	
Minutes by:	Clara Montgomery	
Meeting is quorum:	(Minimum 3 directors, and majority are elected directors)	
Declaration of Interests	None	


Agenda Points	Summary/Discussion/Feedback	Actions/Decisions
1 Introduction	Minutes of last meeting approved online 14/02/2024	
2 Action Points	AR setup action log on Dropbox, adopted and hopeful that MCTC and MorVolts will use similar	
2a	Plan has been made for work needing to be done to move Shiel bus to hazel wood. Currently the bus is still outside of village hall. Kevin Laurie will provide a quote to MCDC for work. Suggestion to dedicate bus parking rental to upkeep of community hazel wood, strongly supported.	A1
2b	One missing minute ready for approval, one will be ready by next meeting, currently still being transcribed.	A2
2c	MCDC staff will look into the history of the electricity contract to pass onto Miles to look at. Communication item to put in the newsletter that if electricity prices come down then electric car charging will also go down.	C1
2d	We will ask Lilia to advertise for minute taker locally for MCDC, MCTC and MorVolts	A3 / D1
2e	? over fixed office hours remains as an action point. . E-bike billing is being sorted.	A4
3 Meeting Dates	Approved new meeting dates, to change from a Thursday to Tuesday. AR to inform LD	D2/A5
4 Rem Cmm	Approved the decision to form a new/revised Remunerations Committee as per the paper '4 Decision - To form a new revised Remunerations Committee' AR to set this up	D3/A6
5 MorVolts Report	Approved for Amy Stammers to be appointed as a MorVolts director with the focus of formalizing local energy investigation project. AR/LDR to set this up	D4 A7
6 Mem and Arts	Current proposal to adopt DTAS pro forma Mem & Arts edited to suit MCDC, with a definite item to refine being the proxy voting system. Approved to move forward with revising Mem & Arts as per '6 Discussion - Mem & Arts report and recommendations'.	A8
7 MCTC Report	MCTC visited marina 24-03-07 deciding where to put the new bin and shed. Currently no strong applicants for taking over the café – will advertise further afield. Planning to make more use of social media. Pledge from LQS to put £3000 towards repairing the road to pontoons. MCTC is looking for a new director. Community electric car is making a loss. MCTC would like to cease running the electric car – MCDC Decision, to support MCTC Case and agree to sell car first offer to Urram if they want it otherwise on open market. Action AR/LD.	D5/A9
8 Housing Subgroup	Need to pay a quantity surveyor to cost existing plans to get a building warrant, secure grants and raise funds for the project. This is not grant covered. The housing subgroup recommends that we go ahead and cost the project. AR will discuss costs with Lilia and the treasurer.	A10
9 Expenditure approval	Approval to follow expenditure approval process as a trial for review at the next board meeting, proposed in document '10 - Discussion - Expenditure approval process'.	D6 / A11

10 Governance Discussion	Based on recommendations from WEAVE and other reports tabled, decision: , seek to engage an executive officer to work between the board and staff, if affordable. Initially this could be a voluntary role for a director or others. JD and terms must be clearly defined, drafted and approved by all parties. Action: AR to move this forward.	D7 / A12
11 AOB		
11a Electric Car	Discussed under agenda point 7.	
11b Co-opted director	Replace Kevin Laurie. No one currently proposed. Action: Keep looking	A13
11c Drop Box	AR has proposed a restructuring of Dropbox account to request Lilia and Isla to follow.	A14

#	Action Items	Resp	Due
A1	Continue Action to get car park ready for Shiel Bus is possible	AR/LD	ASAP
A2	Complete transcribing minutes from October 2023, for approval at next meeting	SL/AR	Next meeting
A3	Ask Lilia to advertise for minute taker	AR/LD	ASAP
A4	Office hours to remain on Action log, other old completed ones to be archived	AR	ASAP
A5	New meeting dates, confirm with LD, book venues and zoom etc. Advertise	AR/LD	ASAP
A6	Set Up new Rem Com and arrange first meeting	AR	ASAP
A7	Confirm and record appointment of Amy Stammers to MorVolts board	AR/LD	ASAP
A8	Mem & Arts subgroup to move forward with refinement - target be approval at EGM 6th August	SL / SF	EGM 6/8/24
A9	Set up sale of electric car with first offer to Urram then on open local then wider market	AR/LD	ASAP
A10	Discuss cost of moving ahead with quantity surveyor for housing with Lilia	AR / KL	ASAP
A11	Adopt and implement as a trial, the tabled expenditure approval paper – review at next meeting	AR /KL	ASAP
A12	Executive Officer AR to move this forward.	AR	?
A13	Co-opted replacement for Kevin – keep looking	All	?
A14	Drop box redesign. AR to arrange with Lilia	AR/LD	ASAP

#	The Board Decisions
D1	Employ minute taker for MCDL, MCTC and MorVolts board meetings
D2	Approved new meeting dates, to change from a Thursday to Tuesday
D3	To form a new/revised Remuneration Committee
D4	Approve for Amy Stammers to be appointed as a MorVolts director
D5	Offer car for sale to Urram failing which sell on open market.
D6	Approval to follow expenditure approval process as a trial under review
D7	Seek to engage an executive officer to work between the board and staff, if affordable.

#	Communication Items
C1	Put in the newsletter that if electricity prices come down then electric car charging will also go down
C2	Lilia/Isla to put out FB update on café lease per MCTC

Next Meeting	Date	April 9 2024	Time:	7PM
	Location	Hub	Public/Board Only	Board Only
Minutes approved	Date:11/03/2024	Sign: 	Name Angus Robertson	