**Minutes of TBI Admin (trustees) meeting 18 July 2024, held online**

**Present Anne Thomas (acting convenor), Julie Gibson, Peter Moffatt, Julian Paren, Martin Sherring: Laura Donnelly (HCWP)**

**Apologies Rose Grant, Dan Banks (prospective new trustee who had been invited)**

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| **Item** | **Discussion** | **Action** |
| **Minutes of meeting**  **29 May 2024** | Approved |  |
| **Matters arising** | Website- see below |  |
| **4. BI Library of Things** | Laura spoke to a paper 'Library of things - summary', which had been circulated only shortly before the meeting. She reported on a meeting held on 3 July attended by Penny Edwards, Culbokie Community Trust, David Brims, Black Isle Mens Shed, and Amanda, Black Isle resident, to discuss how a 'library of things' sharing project might be set up on the Black Isle. US-based software 'My Turn' had been identified as a likely platform for the project, and information about structure and costs obtained; it appeared that a MyTurn Base Subscription with 1 location would cost £300 per year, and additional locations £200. Laura would query a one-time set-up assistance cost of £250 with Gene from MyTurn.  Clachworks in Inverness was using the system for its tool library. Black Isle Men's Shed was interested in this aspect, and it was possible that a Black Isle library of things might be set up in association with Clachworks. Laura would arrange a meeting with John Grocott, Volunteer Coordinator at Clachworks to explore this. It was felt that more information was required about structure and charging for a scheme of a main base and additional local areas, and likely requirements for storage space and local organisers.  It was also proposed that Black Isle Bicycles use MyTurn for cycle hire, in conjunction with the library of things. MyTurn setup charges for two bases for BIB and additional areas based on Cromarty Development Trust, BIMS and possibly North Kessock were estimated at £1100, with additional costs of between £650 and £825 for setup support from MyTurn or Clachworks.  It was felt that trustees had not had sufficient time to assess the information provided, and that more information was probably required before a decision to proceed could be made. It was agreed that a special trustees meeting would be held on 5 August at 4.00 at Anne's house to discuss the interconnected issues of the library of things, MyTurn and Black Isle Bicycles. |  |
| **5. Black Isle Bikes sheds proposal** | Anne spoke to her paper proposing 1) that Ewan Henderson continue to undertake maintenance and initial check of all bikes as agreed at the previous meeting - 2) purchase and installation of a shed at Hillockhead to store the hire bikes formerly rented from Black Isle Yurts - 3) similar but larger shed at BI Leisure Centre for new hire venture to be run by Manager Ian Goode. Total cost including bike stands and accessories was estimated at £5395. Funding options were being explored. | **Anne to put both the current paper and previous BIB papers together and answer queries identified in before meeting** |

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| **3. Progress on finding new trustees** | Approaches made to several people who it was thought might respond to a direct invitation to become a trustee were reported, with some negative and some cautiously interested responses. Some others had yet to be contacted. It was agreed that those expressing interest should be invited to join the next Trustees meeting to see how we worked and discuss what was involved. |  |
| **6. HCWP** | Deferred until later in the meeting. |  |
| **7. Recruitment for repair café post** | In progress. Advertised closing 29 July. |  |
| **8. Markets** | Anne reported difficulties finding groups to do refreshments at North Kessock. A meeting specific to North Kessock was proposed, and possibly one for all markets later. | **Anne, Martin** |
| **9.Communications** | Martin spoke to his paper based on the premise that TBI's communications were disconnected in comparison with those of HGFP, which employed a person for one day a week to handle all communications. He proposed that TBI consider employing sonebody for perhaps half a day a week to co-ordinate communications and email members annually, at a likely yearly cost of £3000, for a trial period of two years. | **Agreed in principal. Martin would develop this idea for next meeting** |
| **10. Website** | Peter not present as lost connection at this point so not discussed. | **Defer to future meeting** |
| **11. HGFP** | Paper from Martin -7 people days per week in total. Lots happening. Promote ‘Feast’. Cromarty Cinema film Rooted. Master Chef celebrity event. Local restaurants getting involved. Martin to write something for next newsletter and we should keep signposting people to HGFP. | **Martin, Anne** |
| **12. HTSI Fees** | Peter queried whether we should have a paid account which provides more support with job adverts etc. Decision-Basic seems OK. Stick with that. | **Peter** |
| **13. Food and Growing** | Oral update Julie Open gardens going OK. Apple pressing being thought about.  Anne to give date for open garden | **Julie**  **Anne** |
| **14. Energy Group** | Highland Community Energy Partnership- application in. Waiting to find whether grant awarded. | **Martin** |
| **15. Avoch to Munlochy Active Travel Working Group** | Email from Lizbeth. AT to circulate. All active travel projects waiting for funding decision. THC doesn’t think there will now be enough time to do any construction this financial year and is hoping for an extension. Culbokie project similarly on hold. AT to draft a letter asking what has been achieved with the Sustrans money THC received last financial year for taking the project forward. JP and AT don’t feel there has been much progress other than a few meetings and some contact with landowners. | **Anne** |
| **16. Treasurer** | (JP) £27000 including £12000 HCWP funds in current account. £33,000 in deposit account. |  |
| **17. Highlands People’s Power** | (was Highland Renewable Energy Company)- Update from AT. Now a Bencom (Community Benefit Society). See paper. AT to have meeting tomorrow with Community Enterprise. Possible engagement event on the Black Isle. AT to circulate business plan. | **Anne** |
| **18. Newsletter** | More help needed and paid help would make a difference. |  |
| **19. Membership** | Alaine had been missed off invitation, so no update. |  |
| **20. Dates of next meetings** | **5th August BIB ?4pm Anne to check with Rose**  **28th August ?6pm Pot luck 7.30 meeting including prospective trustees ?Anne’s house to check with Rose. Agenda to be kept short. May need the next meeting to be earlier if can’t cover all the business.**  **9th October.**  **AGM Admin group to think of possible venues and timing ready for next meeting.** | **Anne** |

PM 30-07-24 (to item 9)

AT 26-08-24 (completed)