



Minutes of the Board meeting held on
8th December 2022

Present/apologies for absence:

- **Present:** Iain Frazer (Treasurer), Fran Hall, David Howell, Iain MacKay, Chris Robinson,
- **Apologies:** Anne Hislop (Chair), Gordon Cowtan (Consultant) Kayt Howell (Manager)

I. Financial report (IF)

- a. Update – IF had circulated a spreadsheet prior to the meeting. Since that was sent an invoice was received for around £1k from Locogen. All the accounts are sitting pretty well. There was a cash flow problem with Balgair the other week but that was sorted. Still waiting for RHI payments and heat sales do not match the fuel burnt. £500 of grants for logs has been distributed so far. There is no set budget for this. Bank details will be deleted once the recipient has been paid the maximum £50. KH keeps a spreadsheet of who has been paid and which supplier they used.
- b. Talk with Graham – IF was pleased with how this had gone. It was very straightforward and Graham will put together a package of information which will be circulated to the Board. Graham seems to have had a lot of experience in dealing with charities and had a good grasp of what the FDT needed.
- c. Accountants last questions for accounts – GC has answered most of these and the rest can be done soon.

II. Balgair update (GC)

- a. SG letter – GC has drafted a reply to the SG which has been approved and will be sent soon. The letter from SG was more positive than had been expected.
- b. Other – a meeting of FCE had been held recently but no matters had arisen from it.

III. New Staff

- a. Zoom to say hello to Kirsty Murray – This will be on Wednesday 14th December at 7.30 p.m.
- b. Package to start – Kit, emails, and activities. All suggestions welcome. – Kirsty will need a laptop and a mobile phone. IF has been looking into the possibility of having a credit card but the charges for this on a business account are quite high. The benefit would be that KH could order items up to £250 using the credit card. GC will set up an FDT email account for KM.

IV. Website

- a. All the information has been sent over to the website developers. Still need to get some photographs.

V. Annual General Meeting 11.03.23

- a. Start time- 10.30am? Café starts at 12noon – The Board agreed to start the AGM at 10.30 a.m. so that there was a finite time for the meeting and then attendees would be able to go straight to the repair café.
- b. New directors needed -2 – This could be advertised in the newsletter and potential candidates could be spoken to beforehand.
- c. Election. Both Iain's and David are up. So do all stand or do we toss a coin? – IF and DH both indicated that they would like to stand again.
- d. Trustees report – this is a summary of what the FDT has been doing over the last twelve months and is usually written by KH.

VI. Grants

- a. FP grants update – see Agenda point 1b.
- b. EE grants update – Will discuss when AH & KH return
- c. Log grants update – This is running well and will run until the end of March. It was agreed that logs need to have been ordered on or before 31/03/23 to qualify for the grant. (See also Agenda point 1a).

VII. Christmas Break

- a. KH finishes 20th or 21st December. Back on 10th January. – agreed.
- b. Out of office will advise that Log grants will be reimbursed in the New Year – agreed.

VIII. A.O.B

- a. Thermal Imaging Camera – This has not been purchased yet. A resident has already expressed an interest in using it and will be notified once it has been purchased. There was discussion about where it should be stored. IM offered to store it at his house. Secure fireproof storage is needed in the FDT shed anyway for the paperwork so it could possibly be stored there. Insurance cover would need to be checked.

Next meeting: 25th January 2023, 7.30 p.m. at the Hub