



***Minutes of the Board meeting held on
28th May 2020***

Present/apologies for absence:

- **Present:** Luke Emerton (Chair), Iain Frazer (Treasurer), Hugh Edmond, Anne Hislop, David Howell, Iain MacKay, Chris Robinson, Kayt Howell (Manager), Gordon Cowtan (Consultant),
- **Apologies:** None

I. Approve last minutes

- Approved.

II. Check actions completed

- ACTION: Gordon to circulate an email to the Board with more information regarding the latest figures received from FALCK. Done
- ACTION: Kayt to include clarity regarding the formal relationship between Fintry Community Energy (FCE) and FDT as part of the work being done on governance. Ongoing.
- ACTION: Board to complete survey regarding IT developments and return to Gordon. Done
- ACTION: Board to look through the information circulated by Kayt regarding the role and duties of a Company Secretary. Done
- ACTION: Gordon to contact other companies to ask if they would be interested in quoting for supplying woodchip and taking over the service contract. Ongoing
- ACTION: Board to read WSP report and send any comments and questions to Gordon by 17/05/2020 for discussion at the next meeting. Done
- ACTION: Kayt to begin compiling a list of potential 'Friends of FDT' and asked the Board to send her any suggestions. Ongoing
- ACTION: Kayt and Gordon to decide on a time and an agenda for the first meeting of the operations sub-committee and invite one or two Directors. Anne had volunteered but all had agreed to postpone meetings until they were absolutely necessary.

III. Company Secretary vote

- Gordon noted that all of the companies registered at Companies House (i.e. FDT, FCE, Fintry Renewable Energy Enterprise (FREE) and Fintry Renewable Energy Distribution (FRED)) will all have a named Company Secretary. Gordon was not sure who that was for all the companies but this can be easily checked. It was also noted that the Company Secretary does not have to be a Board Director. Gordon confirmed that he was happy to remain as the named Company Secretary for the time being. Luke confirmed that all roles (including Company Secretary) would be rotated regularly and would be agreed after each Annual General Meeting (AGM) by the new Board. The length of time for one person to hold a post would probably be two years. Chris stated that he is willing to be Company Secretary but was concerned that he would not have enough time to fulfil the role properly at the moment. It was agreed to postpone the vote

until the next meeting to give all Board members more time to consider exactly what the role entails.

RESERVED BUSINESS

IV. A.O.B.

- Iain M asked what would happen to the FDT's income if there was a major mechanical failure with the wind turbine. David pointed out that the FDT's income is not tied to one particular turbine but is a percentage of the wind farm as a whole. There is also a maintenance contract on site and if anything major goes wrong the FDT would be covered for any losses incurred.

Date of next meeting

- Wednesday June 24th 2020 7 p.m.