



***Minutes of the Board meeting held on
29th July 2020***

Present/apologies for absence:

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

I. Approve last minutes

- Approved with one amendment.

II. Check actions completed

- ACTION: Gordon to check with Ken Brady from Energy Savings Trust (EST) if interest is still being accrued during the loan holiday - Gordon had contacted Ken and received confirmation that interest was not being accrued.
- ACTION: Gordon to send an email to Bruce Crawford to thank him for his help with the situation at Balgair. Done.
- ACTION: Gordon to arrange for himself, Iain M, Chris and possibly someone with more knowledge of the technology to have a look at the system next month - ongoing.
- ACTION: Kayt to draft an email to Fintry Community Council (FCC) to set up a meeting to discuss the proposal regarding Shelloch Wind Farm and circulate to the Board – Gordon sent email to FCC but no reply has been received. Luke had seen Ken Smith (Chair of FCC) in passing who had indicated that it would be useful to talk to FDT but nothing has been arranged yet.
- ACTION: Kayt to compile and circulate a list of policies and indicate the ones she feels are most important – done.
- ACTION: Gordon to circulate the quote regarding a carbon foot printing exercise for Fintry and any other information to the Board for consideration – Gordon to check if this was done and circulate if not but it was agreed to put the process on hold for the time being.

III. Financial Report

- Iain F circulated a financial report prior to the meeting.
- A payment from OFGEM for Renewable Heat Incentive (RHI) and a VAT rebate have been received. All invoices have been paid except one that is being queried and overall, the finances are looking quite healthy. Income from heat sales should also be received at the beginning of next month.
- Kayt had received a bank card for the Fintry Renewable Energy Enterprise (FREE) for Gordon Murray who is no longer a Director of FDT. The signatories on all the accounts need to be checked and changed if necessary. Luke and Chris both agreed to act as signatories. Hugh confirmed that he has a bank card and has access to online banking

for the Fintry Community Energy (FCE) account. **ACTION: Iain F to try and change signatories online.**

RESERVED BUSINESS

IV. IT update

- Gordon confirmed that everyone had successfully tried out the new email and proposed to move completely to the new system soon. **ACTION: Gordon to set a date for moving to using the new email system only.**
- Kayt and Gordon have been working on collating all historical files and data from various sources so that all Directors will be able to access the information and it will be stored in a structured way. Although this is a long process, it will be a valuable resource once it is done. **ACTION: Directors to forward any files or data that they have which they feel should be included.**

V. Consultant's report

- Gordon had circulated his report prior to the meeting.
- In addition to work included in the report, Gordon had participated in conference calls on climate challenge fund regional hubs.

VI. Manager's report

- Kayt had circulated her report prior to the meeting.

VII. A.O.B.

- Iain M asked if there were any plans to hold the next meeting face to face rather than online. Luke agreed that it would be good to do that but the Government guidelines regarding Covid-19 would not allow for this at the moment.
- Hugh highlighted the fact that he had had difficulties with the current format for the online meetings and wondered if it would be possible for him to log into the meeting half an hour earlier to try and sort out any problems before the meeting started. Other members of the Board suggested different platforms which might work better. **ACTION: Gordon to look at other options for example, Microsoft Teams.**
- Kayt will be taking annual leave next week.

Date of next meeting

- Wednesday September 2nd 2020 7 p.m.