

**Board Meeting**

**Thursday 16<sup>th</sup> of September 2021, Ramsay Hall**

**1. Welcome**

**Present:** John Findlay (Chair), Pat McGrann (Vice-Chair), Gordon Currie, Ian Faggetter, Diana Buller, Grant Addison, Dionne Johnson, Alyson MacGillivray (DM), Rosie MacLellan (PM), Rosy Mota Dos Reis (AFO), James MacDonald (MK).

Meeting called to order at 7:10 p.m. by the Chair, John Findlay.

**2. Apologies**

Apologies were received from Jim Porteous, Jamie McFarlane, Jordan Paisley, Jackie Thomson and Alex Gillespie.

**3. Matters Arising from Previous Minutes – 18/08/2021**

PMG proposed the previous 18/08/21 meeting minutes. Seconded by GC – Motion Passed.

**Actions from the Previous Meeting:**

**a) Accountant Update**

Neil Reid, William Duncan's accountant, attended a meeting at the SID office on the 8<sup>th</sup> of September 2021. The Chair and SID/SITco staff were present, and he was given all of the paperwork. He was pleased with the information provided and the prompt responses to all of his inquiries, and he now has almost everything required to complete the audit. The only aspect remaining is a reply from the prior accountant, which has yet to be provided. He expects the SID/SITco audit to be completed ahead of schedule, possibly before Christmas.

**4. Monthly Financial Update**

- Monthly financial report updated up to the 31<sup>st</sup> of August. \*Attached to the agenda.
- Core reserves should continue to be monitored—no Funding update.
- £50,000 has been drawn down from the NHI/Glenmorangie funding to be used as cash flow and enable the design team to progress into RIBA Stage 4. \* NHI a/c Glenmorangie Funding.
- The design team have invoiced for the work undertaken to the midway point of the Building Warrant preparation. This sum was as agreed within the signed contract. \* Bruach Design and Consultancy.
- The Application for Adapt & Thrive Funding was successful (Upgrade the Pumps at the filling station). £32,000 was deposited on the SID bank account on 26/08/2021, / £32,000 was transferred to the SITco Bank account on 31/08/2021.

**5. Staffing Update**

**a) Kickstart Programme**

DM updated the feedback from InspirAlba Kickstart Post. DM and InspirAlba acknowledge that no application should be made at this time due to a lack of availability within the Islay community. \* Applicants must be between the ages of 18 and 25 to be considered for the Kickstart programme.

The Kickstart programme is examining the possibility of broadening its age range, which would allow SID to reapply again.

## **6. PEPF**

### **a) MYFOS Update**

The Chair updated the meeting with the MYFOS held on Monday the 30th of August. Present was the Chair, PMG and Fiona MacTaggart. Also present was Jane Knowles as an independent party to take the minutes of the meeting. Fiona MacTaggart was in attendance as a person with a connection to MYFOS and was not specifically representing MYFOS. The potential partnership agreement was discussed at length, pointing out some of the document's issues as previously recorded. The Chair points out the potential legalities, however, Fiona MacTaggart confirmed that a legal document was never the intention of MYFOS but rather a memorandum of understanding.

SID raised some concerns regarding the formal objection against the PEPF, which was signed out by some of the directors and staff of MYFOS. Fiona MacTaggart was not familiar with the document. She reviewed the complaints and acknowledged that certain communication issues may have been the core of the problem.

A meeting with the Board of MYFOS was scheduled to be held on the 15<sup>th</sup> of September, however, MYFOS sent an apology and cancelled it.

**ACTION:** Awaiting a new meeting with the MYFOS Board directors to agree on a memorandum of understanding.

### **b) Revised Layout**

PM updated the revised layout, which is attached to the agenda.

Modifications to the previous plan include:

- Both bathrooms are slightly smaller to allow for the reconfiguration of internal stores.
- The larder has been incorporated into the kitchen area to reduce the number of doors opening into the space.
- One of the front doors of the community room has been removed.
- A possible glass partition is being added under the roof canopy around the main door.

**ACTION:** Subgroup and PM to finalise by 28<sup>th</sup> September.

### **c) Coffee Morning - TBC**

A coffee morning where members of the community can express their aspirations for the new facility is planned. The revised layout will be displayed to allow individuals, businesses, and organisations to look at the potential use of each room.

It was suggested that it could be run on a Saturday morning followed by a weekday at the Ramsay Hall.

**ACTION:** DM and PM to move the plan forward and schedule a date.

### **d) Budget\***

The budget for the PEPF community hub was displayed:

- The total building cost is just over £1.4 million. This includes VAT, some of which will be recoverable.
- The total funding secured is just over £1 million.
- A maximum shortfall of £396,303 is projected at the moment, however there are several ways to reduce this.
- An application was sent to the Bank of Scotland for £200,000 towards capital costs. The outcome deadline is the end of November.
- SID is awaiting the outcome of an application made to Islands Community Fund for £87,839. The outcome should be known at the end of September.
- An application has been made to the Clothworkers Foundation for £20,000 towards capital costs. Outcome expected by December.

- Options for CARES Renewable funding is being progressed with CARES.
- HIE has indicated that they will provide 'last gasp' funding – closing the gap in the budget if required.
- Work is ongoing on the internal floor plan and the uses of the building – this will allow the VAT adviser to confirm how much VAT is recoverable.
- The PM continues to investigate other funding options.

\*It should be noted that all figures above are subject to change as the project budget and funding sources are finalised over the next few months.

#### e) Motorhome Project

Discussion regarding possible funding options for the motorhome expansion project. The PM confirmed that an application had been made to the RTIF for funding which would cover a large part of the professional fees and the construction expenses.

If the RTIF application is successful, Argyll & Bute Council will provide a small amount of match funding from the A&BC staycation budget.

The PM confirmed that VAT saving could be made IF the project was attributed to SITCo rather than SID, however, A&BC/ RTIF has confirmed that funding is unlikely to be granted if the trading arm runs the project.

## 7. Sonas Childcare Project

#### a) Architect Appointed

Two Sonas directors and one SID director were responsible for reviewing the tenders received, and the DM confirmed that AMP Architects had been appointed. AMP was initially over budget but were the preferred candidates. After some discussion, they agreed to cap their costs to a price within budget.

The plan is to take the principal project plan from 2019 as a starting point. This would see the back of the Ramsay Hall being reconfigured and renovated to be used for childcare. AMP architects will now look at a more detailed plan for the space and provide a cost plan for the potential works.

#### b) Ramsay Hall – Management

Two viable options on the potential management and running of the childcare facility were proposed:

##### Option one

Sonas lease the whole Ramsay Hall building from SID. The amount will depend on the agreement with Argyll and Bute Council.

##### Option Two

SID lease the whole Ramsay Hall building from Argyll and Bute Council.

**ACTION:** Post forward to be discussed at the next Board meeting after DM meeting on Monday 21<sup>st</sup> September with Sona's Board directors.

## 8. SID & SITCo Website

MK provided an update to the Board on the new Website's layout and content.

DB pointed out that the lighthouse was not visible, and MK agreed to make the necessary alterations since it is considered a community icon.

A link to other SID social media such as MailChimp and Facebook was added to link all social presence together.

IFG inquired regarding the possibility of including a link to the PEHA webpage on the Website. DM offered to contact the PEHA to check if that is something that they are willing to do.

**ACTION:** The Board was happy with the new Website's layout and content and agreed to go live.

## **9. SID 10th Anniversary – November**

SID will mark ten years as a charitable organisation in November 2021. There were some discussions over the exact date, however, it was agreed that November, which was the month that the majority of directors were first appointed, should be the month of celebration.

The Board decided that some sort of celebration should be held, with all SID directors, past and present, involved.

DM suggested a number of activities that could be held to commemorate the occasion, all of which should engage the entire community, including children and adults. For children's activities, music, a bouncy castle, food, and drink were proposed.

A firework night was suggested, which could use the budget that young SID has already. Drinks could be done by a tirth party, for example, MYFOS.

**ACTION:** A poster to be made which will highlight all the activities and dates.

## **10. AOCB**

### **a) Community Recovery Funding Round Two**

DM updated the Community Recovery Fund round two application. DM and PM attended a meeting on Jura with JDT and decided to apply for the funding together in collaboration with the swimming pool.

Only three applications were submitted from the entire Argyll and Bute Council area, which DM believes will result in a favourable decision.

## **11. Date of next meeting:**

**The 14th of October 7 p.m. at SID Ramsay Hall Office**

Meeting adjourned at 21:15 p.m. by the Chair, John Findlay.

**Minutes submitted by:** Rosy Reis

**Minutes approved by:**