**Meeting of the Shapinsay Development Trust board,**

**To be held at the Boathouse on:**

**Monday 19th August 2019 at 18.00**

**Present: -** Steven Bews Jean Coomber, Richard Lawrence, JB Bady**.**

**Also in attendance: -** Rachel Chrin, Eileen Phillips

1. **Apologies.** Colin Leslie, Davie Campbell.
2. **Minutes of the meeting held** 22nd July 2019 were agreed as a true record. Proposed RL seconded JC
3. **Matters Arising.** Generator Ok to take to Girnigoe for storage but contact Owners first.
4. **Declarations of Interest.** None
5. **Finance. – Davie** Not in attendance.
6. **Website update.** SHAC have asked for 2 pages with the ability to post videos.
7. **SWAP**
* Application forms x1- Evans, Agreed by the board.
1. **Staffing –** Wellbeing Officer will be back at work next week. Will start off working from home.

Annual reviews will be due in September.

Remind staff that all annual leave must be taken by end of March 2020.

1. **Boathouse** – Chairs. Buy 6 stacking chairs at a cost of around £450.00

**Gardening Tender email received** ‘Hi Rachel, thanks for your concern. I’m ok now thank you. I will be over later today to finish off grass and strim etc. I can’t believe how much the grass has grown this year. Maybe I should cut it every week from now on. Well, not next week as I’m off for a week on holiday with my daughter who is coming to stay. Can’t wait. The other thing I forgot to mention to you is that my new rate is now £15 per hour for gardening services. I have had to put it up in line with the mainland price for a gardener which is between £15 to £25 pr hr. Also I have to consider my fuel costs using petrol machinery. I will try to keep to 10 hours pr month and at the new rate august payment will be £150 per month. Hope this is ok and that the committee realise that my costs are reasonable considering how expensive it is to live here in Orkney.

**Board decided** Write to explain how the tender works offering her the option to resign from her tender or to stay at the current rate until next April then negotiate.

1. **Housing** Newsletter and voting slip. The Extra Shapinsay Sound re housing was discussed in detail and a front page drafted for Eileen to send to the printers.

These need to be in the post with an embossed voting slip per person over 16 and an SAE for return to us by Friday 30th August.

1. **Correspondence–**E-mail from Soond Cinema re film festival. SHAC letter.
2. **AGM –**2nd September 2019 Send copy of July and August Shapinsay Sound and the Shapinsay Sound housing to Luke Fraser for info. Book OOB for 9:30 for 5.
3. **AOB**– Contact Davie about PC in the office which needs work recovering from it.

 Contact plumber re leak in toilet.

1. **Date of next meeting.**