Meeting of the new Board of Shapinsay Development Trust

13th October 2021

Present: Barry Moncrieff, Rachel Garson, Stewart Leslie, Ashley Boyd, Lenka Mellor, Simon Meason, Graham Rendall, Adrian Bird.

In attendance: Davie Campbell, Lisa-Marie Muir

1. Apologies – None
2. Election of office bearers: Chair – Rachel was proposed by Simon, seconded by Ashley.

Vice-chair: Ashley proposed by Barry, seconded by Stewart.

Treasurer: Stewart proposed by Barry , seconded by Graham.

1. Division of responsibilities – it was decided to hold off on division of responsibilities until the board had more idea on the day to day running of things. Lisa-Marie to take on the role of Wellbeing line-manager/ mentor in the short term.

3 signatories are – Rachel, Stewart and Barry.

1. Handouts for new directors: All directors were given a copy of the memorandum and articles of association and a copy of the handbook.
2. Meetings going forward – it was decided that to try and keep meetings as brief as possible, all relevant papers required for meetings would go out to the board for them to read a week before the meeting, along with the agenda and minutes of previous meetings.
3. AOCB – Adrian asked if we had indemnified healthy and safety – it was agreed this could be looked into along with indemnified HR.

Lisa-Marie gave an update on the ebikes – the shed is complete, the bikes are now being hired and we have also been told that we will be awarded a grant for up to 10 ebikes for commuters, the letters will go out to potential commuters ASAP.

Lisa-Marie to write to SHAC about the future use of the Smithy.

1. Date of Next meeting – Monday 15th November 7pm.