

Isle of Bute Trust (IOBT) Trustees Meeting: 19.30 : 24 August 17 (Victoria Hotel)

Record of Decisions

Attendance		
Name	Representing	Role
Alisdair Johnston (ADJ)	IOBT	Chairman
Alasdair Green (AG)	IOBT	Trustee- Secretary
Johanna Schofield (JS)	IOBT	Trustee
Robert McIntyre	IOBT	Trustee
Kim Findlay	IOBT	Trustee
Marlene Hill	For Bute	Trustee – Small businesses

Item	Discussion	Decision/Action
1. Introduction	Apologies given for Iain Donald (ID)	ADJ.
2. Approval of ROD of previous meeting		ADJ approved and KF seconded the minutes of the previous meeting.
3. Actions Outstanding		All will be covered in the body of the meeting.
4. Finance	<p>ADJ informed that ID had confirmed balance balance was now £3892 due to income from Train on the Prom and Sunday Markets.</p> <p>Discussed costs over last few months including hi vis jackets and banners.</p> <p>OSCR have reviewed our accounts and these have been accepted.</p>	<p>Finances were approved by the trustees.</p> <p>Agreed £100 budget for new banner for future events.</p>
5. Existing projects	KF has updated calendar	Calendar is ready to collect JS agreed to collect calendar.
a. Calendar	MH offered list of Literary society events for addition.	Agreed 250 BW and no colour.
b. Sunday Market	<p>Discussion on topic of damaged tables received from BHG, and offer of donation for future use of tables.</p> <p>Discussed plans for future year's markets.</p> <p>Discussion on improved promotional materials.</p>	<p>Tables have now been secured for use in future Sunday market events.</p> <p>Agreed that first market would be in April, and on last Sunday of each month following. Markets would run from 11am to 3pm, with set up from 10am and close down complete by 4pm.</p> <p>Agreed flags as visual display, and £100 budget for IOBT banners to advertise more clearly our role in organising events.</p>

c. Train on The Prom.	Discussed potential for inclusion in expanded event for 2018.	<p>Agreed to look at late May Bank Holiday weekend.</p> <p>Agreed overall budget of £2000, excluding any prearranged funding secured.</p> <p>AG to identify potential footprint for next event.</p> <p>AG to identify low cost events to run alongside train to provide beach/seaside themed event.</p> <p>AG to check with ESME for availability on dates proposed.</p>
6. Governance	Discussion regarding conflict of interests.	AG to reissue conflict of interest forms to all trustees for completion for future meeting.
7. AOB	a. Date of meeting: 23 November 2017 at Victoria Hotel.	All agreed to this date.