

Minutes of Directors Meeting 1st/2nd April 2017

Present: T. Roberts (TR), P.Finegan (PF), Julia Dry (Acting chair - JDA) J.Hill (via Skype - JH), L Abadi (LA) R. Gault (Principal) (RG), C Bingham (CB), Hiroko Aphorp (HA) M Ryan (MR).

Apologies: J.Davey (JD)

Actions in bold and in list at the end of the minutes

No	Agenda Item
1	<p>Minutes of the last meeting</p> <p>These were approved.</p>
2	<p>Update on actions</p> <p>Summer house gas – we have a report. 1st step is to replace the cooker in the summer house. RG is investigating possible replacements.</p> <p>Public benefits folder – carried fwd in liaison between RG and PF.</p> <p>Thanking local volunteers – RG thinks there about 20 local volunteers who could be thanked for their contribution by taking them out to dinner. About 12 out of 20 have responded. Action: PF to check out the Mansion House Hotel.</p> <p>RG has spoken to Richard Parker about pheasant issues. R Parker was unaware there was a problem. An incorrect map had been issued to the gamekeeper. R Parker said he would ask gamekeeper to speak to RG and drive the birds away. Neither of these things has yet happened. RG spoke to R Parker about the possibility of compensation. Action: RG to pass on Eleanor’s breakdown of the costs of damage to crops.</p> <p>Code of practice on burial on the Estate. Area needs mapping out with specific burials identified, including location of memorial trees. Requests would be on a first come first served basis.</p> <p>RG to put P Beresford on insurance. Currently this would be very expensive due to only recently passing test. RG has asked PB to contact his insurers.</p> <p>PF – G Wilde painting. Carried fwd. Action: TR to take photo of painting. Action: LA to request valuation.</p> <p>PF insurance re: sawmill. We are not covered for injuries that happen as a result of someone else’s sawmill or our own, only for theft, damage etc. PF has asked the insurers the criteria for insuring. RG: ideally we need a situation where staff are able to use A Scott’s sawmill. Action: TR to ask B Young to speak to A Scott. Action: PF to raise with insurers.</p> <p>RG – chainsaw training – a date has been agreed. Waiting for the college to come back on</p>

	<p>tractor training. Training for the winch also needs to be arranged.</p> <p>Scaffolding tower use on timber supports; Action: JD to investigate this.</p> <p>Forwarding tickets – not necessarily viable for training temporary staff. Action: TR to speak to B Young about possible contract for timber extraction.</p> <p>JH – meeting Colin Tudge. Action: JH will speak to Colin next month.</p>
<p>3</p>	<p>Principal's report</p> <p>Recent courses: outlined in Principal's Report</p> <p>Future courses and events</p> <p>40 day course Action: Action: RG to speak to students regarding their ability to pay for the course.</p> <p>Discussion around promotional material for the 40 day course. Action: TR to ask Daniel Hirtenstein about adapting existing material.</p> <p>Interest that had been shown in the 2nd course discussed. Action: MR to look at mailing list of people who have done 6 month or online modular courses and create letter to invite to 2nd course.</p> <p>30th anniversary of Bulent's Nuptial Night – the weekend of 2nd-4th September was discussed with possibilities. Action: MR to organise a letter to the Trust and other bodies around the world to ask if they had anything planned. Action: TR to contact Kirsten Morrison re: Aida opera.</p> <p>Staffing</p> <p>RG will be away for a week in April (17th- 25th). RG confirmed that Huw Gault is kitchen manager. Someone has expressed interest in a long term voluntary position as Development Officer.</p> <p>Aileen comes for about a fortnight once a month and does useful work</p> <p>RG felt a 6 monthly review of staffing by J Davey would be helpful.</p> <p>BAC</p> <p>PF – the form need completing by June. To have a Senior Administrator with IT skills would be very helpful. Action: PF to contact previous LETSGRO members.</p>
<p>4</p>	<p>Buildings and Estate</p> <p>Boiler service. Action: P Harbottle to speak to Walt.</p> <p>Cooker service</p>

	<p>A company came from Edinburgh. It was assumed they were going to carry out a service but this did not happen. The cooker still requires work. Action: RG to let P Harbottle know what the faults are.</p> <p>We were unsuccessful in obtaining a grant from Paths for All.</p> <p>The hay field is currently lying fallow. If we decided on other uses such as livestock, we would need the fence repaired.</p> <p>There has been a delay in renewing the lease to Parkhill, though it has now gone out. The rent has not increased in a number of years. The Board may want to review this. The lease states that there should be no other activity other than sheep. However, there are currently cattle being grazed also.</p> <p>The Board asked RG to thank the staff for their excellent reports.</p>
5	<p>Volunteer, IC and additional support</p> <p>A Forsyth is currently volunteer co-ordinator. During the coming season a full-time grasscutter would be needed. RG proposed a volunteer model based on that of Findhorn.</p> <p>Diggers and Dreamers and Helpx are 2 sites on which we advertise volunteering opportunities.</p> <p>RG asked The Board if it was possible to formulate an Alcohol and Drugs Policy for volunteers.</p> <p>Tao Simpson has expressed an interest in volunteering at Chisholme, particularly in co-ordinating volunteers.</p>
6	<p>Publicity</p> <p>RG still feels publicity and communication is a weak point.</p> <p>Newsletter – M Ryan asked to write something. Ideally it should be once a month.</p> <p>The report on Single Vision weeks is to go back on the website, slightly amended.</p> <p>HA has spoken to D Hirtenstein who felt that himself, F Ryan and J Hornsby were not enough to coordinate the website. Action: advertisement to be put in the newsletter for website coordinator.</p>
7	<p>Finance and funding</p> <p>Eleanor wants to fundraise for a volunteer support fund – this would need to be coordinated with any appeals from the Institute.</p> <p>Legacies discussed – when would be a good time to promote this and how such an account might operate.</p> <p>Bursaries for students discussed. Action: JDR to ask Stuart Kenner if he would be administrator.</p>

	Funding for winch (value £2,200). Possibility of a blog. Action: JDR to ask JH about this.
8	<p>Governance</p> <p>October 2017: RG's role as Principal concludes. Then need to split the role in to 3 potential components was discussed: Director of Studies (or Course Director); Institute Manager; Bursar or Manager.</p> <p>Action: the Board will provide information on the different situation in the newsletter that help is needed over the winter in a range of positions including those above. Also to inform that the current Principal's role ends in Oct 2017.</p>
9	<p>Other</p> <p>Trunk: The Board thanked the trunk team for dealing with the contents of Bulent's trunk.</p>

The date of the next meeting : Teleconferencing and actual meetings TBC. Next meeting now confirmed as 20th May