

# BIRSE COMMUNITY TRUST

## Minutes of Board Meeting

3<sup>rd</sup> November 2020

Trustees Present: Alison Bell, Nancy Davidson, Liz Bracegirdle, Sian Loftus  
Toby Rider, Simon Lindsey.

In Attendance: Rick Paul (Secretary to the Board).

### 1. Introduction

- 1.1 Resignations: The Trustees noted with regret the resignations of both Allan Shand and Guy Haslam and noted their valuable contribution to the Trust.
- 1.2 Election of Chair: Trustees agreed that Alison Bell should become Chair, at least until the 2021 AGM

### 2. Minutes of Previous Board Meetings

- 2.1 The minutes of meeting on 6<sup>th</sup> October 2020 will be signed off at the next board meeting.

### 3. Matters Arising

- 3.1 The smoke detector and emergency lighting checks for October will be confirmed at the next board meeting.

### 4. Finances

- 4.1 Approval of Invoices. TR offered to review and approve all contractors' invoices.

### 5. Properties and Projects

- 5.1 Commony Trees: TR to ask Doug Boyle to appraise the situation regarding tree tubes on the Commony.
- 5.2 Deer Management: TR to ask Doug Boyle for feedback on the recent meeting.
- 5.3 Estates' Meeting: the imminent meeting has been cancelled and will be discussed at the next board meeting.

### 6. Administration

- 6.1 BCT Manager: So far, there have been nine expressions of interest in this position. SL to write a more detailed job spec to be approved by the Trustees before ND and AB contact the prospective candidates to extend the deadline until 13.11.20 prior to formal interviews to be held in late November by AB, ND and SL. TR to send template for candidate scoring to Trustees.
- 6.2 Manager's emails: RP to arrange for EC's emails to be forwarded to AB.
- 6.3 Manager's files: RP to ask EC to forward him all BCT related files.

### 7. Any Other Business

#### 7.1 Trustees responsibilities:

AB	Chair
SL	Mills
TR	Forests
ND	ETBK

Other duties to be established when new Trustees bed in.

### 8. Trustees Meetings

- 8.1 Board Meetings: The next board meeting will be on Nov 17<sup>th</sup>, followed by Dec 15<sup>th</sup> and Jan 12<sup>th</sup>. AB to postpone Alastair Pout's raptors talk until December's meeting.

Signed.....

Date.....