

**Meeting of the Stonehaven Tolbooth Association
Wednesday 1st October 2014
Resource Centre**

Agenda

- 1 Welcome
- 2 Apologies
- 3 Election of Office Bearers
- 4 Minutes of previous meeting
 - a) acceptance
 - b) matters arising
- 5 Chair's report
- 6 Treasurer's report
- 7 Secretary's report
- 8 Curator's report
- 9 Shop report
- 10 Events Report
- 11 Clock Tower
- 12 AOCB
- 13 Date of next meeting

Minutes

Present. Andrew Newton (AN), Cressida Coates (CC), Gwynne Stewart (GSt), George Strang (GS), Jim Bruce (JB), Clare Thomas (CT) - from 20:00 hrs

1 Welcome. Cressida Coates welcomed the trustees

2 Apologies. Dennis Collie (DC)

Absent. Raymond Milne (RM), Tom MacPherson (TM), Ian Balgowan (IB)

3 Election of Office Bearers.

The chair, secretary and treasurer all stood down as required by the constitution but all three offered themselves for re-election (DC without his knowledge!)

AN proposed CC for chair; seconded by GSt
CC proposed AN for secretary; seconded by GSt
GSt proposed DC for treasurer; seconded by CC

All were elected unopposed. The remainder post holders were not affected by the elections.

4 Minutes of previous meeting.

a) Acceptance The minutes of previous meeting were accepted.

b) Matters arising

| Action Points | Person | Report |
|---|---------------|-----------------|
| Supply new member details to AN | CC | To be completed |
| Contact Willie Munro regarding the portrait | CC | Done |

| | | |
|---|-----------|-----------------------------|
| Conduct performance review with intern | CC/AN | Done |
| Circulate members again concerning accurate Daily Record Sheets | CC | Done |
| Provide list of returned items to DC | GSt | To be actioned |
| Undertake stock take of 'third party' items | ?? | ?? Was DC going to do this? |
| Supply financial statement for submission to OSCR | DC | Done |
| Acquire a new hand held counter | AN | Done |
| Comment on draft agreement by 31st August | Committee | Circulated and agreed |
| Investigate sale of memorial booklet | DC | Unknown. DC absent |
| | | |

Action Point. CC to supply new member details to AN
GSt to provide list of returned items to DC
DC (?) to undertake stock take of 'third party' items
DC to investigate sale of memorial booklet

5 Chair's report

CC reported that she had been approached by the Lord Lieutenant who wishes to visit the museum together with a couple of her deputies. 1300 hours on 24th October is the agreed time and date. CC has sent an email to the Leader informing them of the visit and all committee members are welcome to attend.

The local Lions organisation are arranging a visit sometime in November and there is the possibility that they will make a donation during their visit.

A number of new volunteers have come forward and details will be passed to AN.

CC spoke about the importance of the Tolbooth Times, especially with regard to the way in which it keeps Aberdeenshire Council and Councillors informed of events. It is recognised that DC is under pressure from other commitments and the thought was floated that perhaps TM could act as editor. CC to investigate

CC wished to record the committee's and volunteers' thanks to George Geldart (intern) for his presence during the summer season.

Action Point. CC to consult with DC and TM over the next issue of Tolbooth Times.

6 Treasurer's report

DC was absent so there is no report this month.

7 Secretary's report

The 2014 AGM report was circulated for comments and one correction and one omission were received. The minutes are now approved and online.

CC and AN met with George Geldart and conducted a final performance review before submitting a report to Aberdeenshire Council. The report encompassed assessments by George himself, management and volunteers. Included was an overall review of the whole

process. George has now finished his summer placement but will come back for the 2 week 'tattie' holiday.

Confusion still exists over the extent of the amount of new flooring to be installed in the restaurant next January. Some council employees believe that only the kitchen is going to be renewed whilst others believe the whole restaurant is to be re-floored. Alan Whyte (Head of Property, Aberdeenshire Council) is investigating.

There have been no developments with the Tolbooth new build and the architect is trying to determine why there is a delay within Aberdeenshire Council.

The committee agreed that the purchase of a new .scot domain name was not justified on cost/benefit grounds.

AN will reply to an enquiry about renting the museum for another paranormal investigation.

It was agreed that the printed notice on the front door should be re-designed and at the same time should incorporate a QR code for the Stonehaven trail. AN to action.

AN mentioned that Shona Barclay had viewed a painting in the National Gallery of Scotland that shows herring boats entering Stonehaven harbour on 1874. AN believed that purchasing a copy would be appropriate and the committee agreed to view the image over the next few days before a final decision.

Action Point. AN to pursue paranormal inquiry
AN to amend front door notice.

8 Curator's report

GS asked when the current WW1 display should end. It was agreed that the display should continue until Remembrance Day (9th November) and after that the items can be returned to the lenders.

GS has been in touch with Mintlaw regarding any historical images of the Tolbooth and ascertained that all their images are on the BBC website. GS can only trace one image relating to the building.

In advance of a forthcoming school visit GS contacted Andy Bain and requested a further loan of the Titanic model built by Andy. This was generously agreed. However, during conversations it transpired that Andy is not well and is considering disposal of his models - these include the aforementioned *Titanic*, *Bismarck* and a trawler. GS and JB volunteered to make further inquiries about Andy's intentions and report back to the next meeting.

GS stated that many of the artefacts on display require more associated information and sees this as a priority. AN mentioned that STA has contacted Neil Curtis of Aberdeen University offering a placement for just such a project.

With the withdrawal of the WW1 display and the unlikelihood that the information about the swimming pool will return to the museum there will be spare space. What should fill it? The committee had no firm suggestions on the night although GS mentioned the possibility of a topic on the harbour defences during WW2 and AN spoke about Stonehaven being the site of the first UK marine biological station. CT mention that 2015 is the 70th anniversary of the end of WW2.

Storage space is becoming a problem and there is no obvious solution.

The DVD player is not working properly and TM will be asked to investigate. The question was also posed 'do we want a printer?' Discussion to continue.

Action Point. JB/GS to engage with Andy Bain over the future of his model boats
TM to investigate operation of DVD player

9 Shop report

Sadly the last Salty Sam book has been sold and copies are no longer available. Also the museum has exhausted the supply of pencils and bottle covers. Stocks are low on purses and certain air fresheners. GSt will investigate replenishing some stock but will pay particular attention to delivery charges; however, there is no great urgency to purchase stock at this time.

Future purchases of tea towels will concentrate on those with a humorous or local dialect theme, scenic tea towels do not sell well.

The museum is now well supplied with prizes for the dinosaur quiz.

10 Events Report

29 pupils and staff from Arduthie school will be visiting the museum at 1100 hours on Monday 6th October. Their project is At Sea (including the *Titanic*) and Stonehaven. At 1330 hours the museum is expecting a visit from Dunnottar school and their project is Farming and Fishing. CT is organising the volunteers and both events seem to be adequately covered.

Further visits are expected from Arduthie school in November but the dates are still to be confirmed.

Arduthie P7 have contacted CT about a possible visit in the new year.

11 Clock Tower

AN requested that this becoming a standing item on future agendas.

The refurbishment of the Clock Tower is now nearing completion. The Health & Safety office for Aberdeenshire Council is due to visit this week in order to conduct a risk assessment. Final snagging occurs next week and then the Clock Tower should be open to the public although no date has yet been provided to STA.

The agreement between STA and the Council has still to be signed but evidently the appropriate officer in the Council is on compassionate leave at the moment. However, no difficulties are envisaged.

12 AOCB

CC is to check on the credit remaining on the phone.

The booklet about the Crank is missing. Also the newly bought calculator.

Action Point. CC to check phone credits.

13 Date of next meeting

The next meeting will be held on **Wednesday 29th October** at the Resource Centre at 1930 hours.

The following dates are the committee meetings for the remainder of 2014:

Wednesday 26th November

Wednesday 17th December

Andrew Newton

2nd October 2014

Secretary

Stonehaven Tolbooth Association.

(Tolbooth Museum)

A Scottish Charitable Incorporated Organisation (SC043279)

Summary of Action Points

| Action Points | Person |
|--|---------------|
| Supply new member details to AN | CC |
| Provide list of returned items to DC | GSt |
| Undertake stock take of 'third party' items | DC (?) |
| Investigate sale of memorial booklet | DC |
| Consult with DC and TM over the next issue of Tolbooth Times | CC |
| Pursue paranormal inquiry | AN |
| Amend front door notice. | AN |
| Engage with Andy Bain over the future of his model boats | JB/GS |
| Investigate operation of DVD player | TM |
| Check phone credits | CC |
| | |