

Meeting of the Stonehaven Tolbooth Association
Wednesday 13h June 2018
Community Centre

Agenda

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

Minutes

Present. Andrew Newton (AN), Dennis Collie (DC), Cressida Coates (CC), Ian Balgowan (IB), Gwynne Stewart (GS), Tom Macpherson (TM), Gordon Ritchie (GR), Louise Coates (LC)

1 Welcome. CC welcomed the trustees to June's meeting.

2 Apologies. Mary Sutcliffe (MS), Bill Emslie (BE), Clare Thomas (CT), Jim Bruce (JB)

Absent. None

3 Minutes of previous meeting.

a) Acceptance. The previous minutes of 8th May 2018 were accepted.

b) Matters arising

Action Points	Person	Report
Continue trying to contact Craig Elliot	CC	Still no reply from Craig despite numerous attempts by CC. CC to continue to press for a reply
Mention volunteer age restriction on Face Book	CT/MS	Done
Contact Moira Marshall	CC	Outstanding. IB to provide phone number to CC
Pass Smile Amazon information to TM	AN	Done
Liaise with the Lions	AN	Contacted Harbour Festival committee and awaiting a response
Pass new GDPR document to AN.	GR	Done. New policy on web site and will appear in next edition of <i>Tolbooth Times</i>
Source prizes for the senior quiz	GS	Outstanding. GS to contact Shona

Action Point.

CC to continue to try and contact Craig Elliot

CC to contact Moira Marshall. IB to provide phone number to CC

GS to liaise with Shona over prizes for older children

4 Chair's report (Cressida Coates)

CC spoke about the continuing problems of getting sufficient volunteers to man the museum during the six day week and would like to thank the volunteers that have stepped in to fill gaps and those that have undertaken single working.

CC welcomed the return of Ailsa Mackintosh as a summer volunteer.

CC wished to compliment DC on the amount of work that he has done to produce a modern looking shop area.

6 Treasurer's report (Dennis Collie)

DC reported that in the period 9th May 2018 to date the finances were as follows:

Income –	Door Donations	£1,134
	Sales	£851
	Donation (guides)	£40

Total - £2,025

Expenditure – Stock £769

6 Secretary's report (Andrew Newton)

The application to NESFLAG for funding for the second phase of the extension is winding its way through the various stages of assessment. The latest information from the funder is:

- They are unhappy with the high level of funding requested (90%)
- NESFLAG are seeking details on the amount of space that will be devoted to fishing in the extension

This generated a serious discussion within the committee and the consensus at the end of the discussion was that in order to improve the chances of receiving a grant STA was prepared to drop the request to 80% - going lower could endanger STA's operational abilities. GR intimated that he was prepared to hold discussions with the SHS committee in order to gauge whether SHS was prepared to make a financial contribution to the project. The second bullet point is not a major issue and can be easily dealt with. AN to contact NESFLAG over these two points.

An initial approach to STA was made via CT and our Face Book page by an Italian organisation that wished to install a webcam at the Tolbooth in order to capture live images of the harbour for global viewing. AN had extensive correspondence with Skyline Webcams but in the end had to refuse the offer as STA would have to get planning permission to install the camera and we would have to pay for a phone line and an internet connection.

A firm of Aberdeen solicitors contacted AN to inform him that a Mrs Joyce Farquharson Stephen, who died in January 2018, had bequeathed a painting of the Tolbooth and Harbour Area to the Museum. The committee accepted the offer and AN will arrange delivery.

Action Point

AN to open further discussions with NESFLAG

AN to arrange delivery of bequest

7 Curator's report (Louise Coates)

LC has reached the stage where her cross checking of the asset register is nearly complete. On completion LC's intention is to take photographs of all the artefacts owned by STA and place them in the register.

8 Clock Tower (Andrew Newton)

On Thursday morning there will be a visit by a panel of judges as the Clock Tower has been short listed for an award in the biennial Aberdeenshire Landscape and Design Scheme.

9 Shop Report (Gwynne Stewart)

GS has received two orders from Glen Appin (including Tea Towels). A further order is due from Sprint Design and more Lucky Dip prizes and postcards are expected shortly.

GS has now ensured that the shop area holds enough stock to cater for day to day sales of all items. More stock is held elsewhere but GS emphasised that volunteer should not have to 'raid' the backup stock.

10 Events (Clare Thomas)

On Friday 22nd June 20 children and 14 adults will visit the museum at around 10 am. CT will be on duty and TM and IB offered to join her.

11 AOCB

1. GR intimated that the Harbour Hut will close at the end of September and this, potentially, gives STA a problem over the keys. It was suggested that a Key Safe be attached to the large wooden door at the west side of the museum. This will be considered again before a final decision is made.
2. Finding sufficient volunteers is an ongoing problem. Pleas for more volunteers are already on the web site, Face Book and in the *Tolbooth Times*. CC suggested approaching the Leader, Lions, Probus club, Men's Shed etc. TM will put another article in the *Tolbooth Times*.

12 Date of next meeting

11th July

Date of meetings prior to AGM

1st August

Andrew Newton

16th June 2018

Secretary

Stonehaven Tolbooth Association (Tolbooth Museum)

A Scottish Charitable Incorporated Organisation (SC043279)

Summary of Action Points

Action Points	Person
Continue trying to contact Craig Elliot	CC
Contact Moira Marshall. IB to provide phone number to CC	CC
Liaise with Shona over prizes for older children	GS
Open further discussions with NESFLAG	AN
Arrange delivery of bequest	AN