

Meeting of the Stonehaven Tolbooth Association
Wednesday 29th August 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), Louise Coates (LC), Mary Sutcliffe (MS)

1 Welcome. CC welcomed the trustees to the second meeting in August.

2 Apologies. Bill Emslie (BE), Jim Bruce (JB), Tom Macpherson (TM), Ian Balgowan (IB), Gordon Ritchie (GR), Gwynne Stewart (GS)

Absent. Clare Thomas (CT)

3 Minutes of previous meeting.

a) Acceptance. The previous minutes of 1st August were accepted.

b) Matters arising

Action Points	Person	
Continue trying to contact Craig Elliot	CC	There has been no response from Mintlaw and this action will now be deleted for the foreseeable future.
Contact Moira Marshall.	CC	IB has provided contact details and CC will phone Moira.
Talks.	MS	2 talks have been arranged (Invercarron Stroke Group and the James Tyrrell Centre in Aberdeen). Times and speakers to be confirmed. There are two other potential engagements in the pipeline.
Reminder to volunteers	CC	See Chair's report
Heater not working		Confirmed that the appliance is functioning

Poor lighting in East room		DC has ordered extra light fittings
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4 Chair's report (Cressida Coates)

CC wished to express the committee's appreciation on the work done by AN in obtaining a grant from NESFLAG in order to employ consultants to drive the extension project forward.

Harbour Festival Day was cancelled at the last moment but CC wished to thank all volunteers who had offered to be on duty for the occasion.

The AGM will be held on Wednesday 26th September and the agenda will be issued on 30th August. The circulation list will include local councillors and GR will be invited to circulate the agenda to members of the Stonehaven Historical Society. Alongside the agenda will be latest update for volunteers on procedures etc. (refer to Action Point above)

The September rota is now being circulated.

Action Point

CC to issue AGM agenda and, for volunteers, the latest update on procedural changes or reminders.

6 Treasurer's report (Dennis Collie)

DC missed the last meeting and consequently this report covers two months.

Income –	Barrel Donations	£1,902	
	Sales	1,900	
	'Doric' Donation	143	
	Refund from AC	68	

Total - £4,013

Expenditure –	Stock	£596	
	Dips	133	
	Uniforms	216	
	Shop equipment etc.	211	
	Web site	45	4

Total - £1,201

6 Secretary's report (Andrew Newton)

Three different offers of donations have come via the web site:

- 1 The donation of a medal awarded to Henry Valentine in 1849. Donated by Marylynn Burbridge and now passed to LC.
- 2 Offer of three paintings by Graeme Stradling who lives in New Zealand. Despite two emails since the offer there has been no response from Graeme.
- 3 Offer of a wedding dress by Ms Hargreaves. Offer made on 5th August but no progress since.

Open Doors Day will be on Saturday 15th September.

The Development Trusts Association Scotland are visiting Stonehaven on Sunday 2nd September and it is believed that they will include the museum on their itinerary, escorted by members of STP.

Mearns FM are offering a 'spot' on the local radio if any of the committee would like to exercise their vocal chords.

We have been approached by Globus Tours who wish to make the museum a 'calling event' on one of the regular tours in 2019. CT is liaising with their representative on the exact details.

The grant from NESFLAG has been approved by Marine Scotland and AN has been in touch with Ergadia (our preferred consultants) to start the ball rolling. An inception meeting has been arranged with the Tolbooth Steering Group at Viewmount on 20th September. **Unfortunately both CC and AN will miss this meeting but DC will participate.**

7 Curator's report (Louise Coates via Cressida Coates)

LC has begun taking photos of the exhibits and these will be entered on the asset register.

A copy of the asset register will be placed on the computer in the museum.

MS reported that the daughter of the late David Cargill (ex Harbourmaster) had been in contact and that she wished to donate a number of her father's photographs. These will be sent to MS.

Action Point

LC to place copy of asset register on museum computer.

8 Clock Tower (Andrew Newton)

The counter had stopped working and this was traced to a battery failure. Batteries have been renewed and the counter is fully functional again.

A couple of coins are stuck in the Perspex donation box in the Tower and will need to be freed with the aid of an appropriate screwdriver.

9 Shop Report (Gwynne Stewart)

In GS's absence there is no report but the committee are aware that new fleeces and T-shirts have been ordered. More stock is also on display.

10 Events (Clare Thomas)

In CT's absence there is no report. However, CT had previously circulated information on a forthcoming visit by local cubs. The suggested dates are either the 18th or 25th September and again on 27th September. CC can help on 25th. Other volunteers are still required.

11 AOCB

DC recorded that the donation box in the Clock Tower had been emptied and yielded £36.75; this will be handed over to the Fireballs committee

Visit Scotland report was briefly discussed and the committee felt that whilst it was excellent news that the museum continues to receive a 3 star rating the report failed to recognise the unique character of the museum and the overwhelming favourable comments in the visitor book. There was nothing in the report that required immediate remedial action.

Immediately prior to the meeting DC circulated a watercolour painting thought to be of the Old Town, and possibly the Tolbooth in one of its earlier configurations. The painting was probably created circa 1917 and has been donated unconditionally by Ann Halliday of Dumfries. DC will source a suitable frame before handing the artefact over to LC.

12 Date of next meeting

26th September is the AGM

Andrew Newton
29th August 2018
Secretary

Stonehaven Tolbooth Association (Tolbooth Museum)
A Scottish Charitable Incorporated Organisation (SC043279)

Summary of Action Points

Action Points	Person
Issue AGM agenda and, for volunteers, the latest update on procedural changes or reminders	CC
Place copy of asset register on museum computer	LC