

Meeting of the Stonehaven Tolbooth Association
Wednesday 12th February 2020
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 report
- 9 Shop report
- 10 Events report
- 11 AOCB
- 12 Future dates

Minutes

Present. Cressida Coates (CC), Andrew Newton (AN), Dennis Collie (DC), Gordon Ritchie (GR), , Liz Ritchie (LR), Clare Thomas (CT), Gwynne Stewart (GS), Ian Balgowan (IB)

Absent. Jim Bruce (JB)

1 Welcome. CC welcomed the trustees and apologised for the late production of the agenda.

2 Apologies. Louise Coates (LC), Mary Sutcliffe (MS), Douglas Cusine (DCu)

3 Minutes of previous meeting.

a) Acceptance. The previous minutes of 22nd January were accepted.

b) Matters arising

Action Point	Person	Action
Resolve PayPal problem	DC/AN	Done
Check on sales of SHS publications	DC	Over the last 2 months the following have been sold: 10 SHS publications, 4 Auld Town Trails, 1 Pebble book
Mention Co-op fund in next issue of <i>Stanehyve</i> .	LR	Will appear in next edition
Contact Mike Walton	DCu	Done – see also Secretary report
Provide copy of artefact register.	LC(CC?)	This will be done before 28 th February
Check that there is no double pricing	GS	GS will check

Action Points.

GS to check that there is no double pricing

4 Chair's report (CC)

The February rota is filled and the March rota will be issued shortly.

The summer season (open 6 days a week) will start on Saturday 4th April.

Maureen (the leaflet lady) is retiring at the end of February and CC is awaiting information on her replacement.

CC wished to record her thanks to Shona, Jean, their husbands and JB for the work in creating the 'Fishwife' and creating an appropriate place for the War Memorial model.

Dave Ramsay has sent an invitation for the next *Breakfast at Lathallan* with a special request for IB to attend. IB hopes to participate but his presence is weather dependant. DC is the reserve.

5 Treasurer's report (DC)

Income/Expenditure 1st to 31st January.

Income -	Barrel Donations	£ 410
	Cash Sales	328
	Card Sales	28
	Total	£766

Expenditure -	Admin	748
	Total	£748

DC has received the 30 mementoes of the Queen's Award that he ordered previously. The initial idea was to have them engraved locally but following advice from the engraver a simple 'stick-on' will be used instead. CC will check her order list from the volunteers.

6 Secretary's report (AN)

Our insurers have now had a chance to study the draft lease from Aberdeenshire Council and have indicated that they are happy with the contract. AN has contacted the Council and stated that we will sign a rolling one year licence although we are unhappy with the arrangement. We now await a signed lease.

At the last meeting AN proposed that we informed NESFLAG that we wished to terminate access to the EMFF grant; DCu had asked for time to consult with Mike Walton. The latter has come back and stated that in his view all funders looked for a minimum of a 5 year lease and preferably at least 10 years. In the light of the Council only providing a rolling one year licence the committee agreed that the proposed extension was not viable at the moment and NESFLAG should be informed accordingly. GR wished to investigate the CAT situation further and will do so in conjunction with DCu.

AN has received a communication from Stonehaven Business Association seeking sponsorship for the 'Light the North' Lighthouse Trail in Sep/Oct 2020. The committee agreed to sponsor the event with a donation of £100.

Action Point

AN to contact NESFLAG

GR/DCu to investigate CAT situation.

AN to contact SBA re sponsorship

7 Curator's report (LC)

The next Collection subgroup will meet on 28th February and LC will be in attendance

8 Clock Tower report (AN)

The footfall counter has been removed and sent to Nairn for repair; failing a satisfactory repair the Council will purchase new equipment.

The Tower is now registered with SSE and a consumption meter should be installed soon.

The Council have raised a ticket with their contractors (FES) to refurbish the woodwork in the Tower.

AN will investigate 'sticking' door lock.

Action Point

AN to oil door lock

9 Shop Report (GS)

GS reported that stock levels were high but had ordered more Lucky Dip prizes. These were distributed on the night for wrapping by many members of the committee.

AN informed the committee that his daughter had donated some jewellery to the museum and this will be priced and offered for sale.

10 Events Report (CT)

The visit from Durriss Primary scheduled for early April has been cancelled as the school belatedly realised that the same pupils had visited the museum in 2019.

A father and 12 children visited the museum as part of a birthday celebration.

The Globus tours will commence on Wednesday 20th May and will occur each Wednesday until 23rd September.

CT mentioned that she had come across an organisation called the Young Archaeologist Club. The Club is well established and has a branch in Aberdeen and another in Dundee. CT believes that this would be an ideal opportunity for the museum to set up its own branch as it would encourage children between 8 and 16 to take a deeper interest in local archaeology and heritage. The only downside was that STA would have to arrange PVG clearances for some volunteers and also arrange for first aid training. GR pointed out that STA would require a willing volunteer to be the lead on this venture. GR/LR will highlight this opportunity in the next edition of *Stanehyve* and CC will mention it in the next volunteer update.

Action Point

CC/GR/LR to publicise Young Archaeologist Club

11 AOCB.

Stanehyve Magazine. IB reported that some volunteers were unhappy with the title of the now combined magazine. He suggested *Stanehyve Tolbooth Times*. GR/LR agreed to consider further the naming of the magazine.

CC reported that back copies of the magazine were in high demand from visitors to Viewmount.

Signage. IB has placed a new sign at the beginning of the Old Pier.

Stonehaven A3 maps. GS has discovered a supply of tear-off A3 maps at the Leisure Centre and will place them in the museum.

SHS website. GR pointed out that this website was still in existence but AN stated that it would be taken down once the photographic archive associated with the website had been preserved.

Heritage. LR mentioned a chance encounter with a New Zealand couple who were investigating inscriptions in a graveyard and this had prompted her to think about STA providing more information about local heritage. GR pointed out that the centre in King Street, Aberdeen was very good with a large reference library; CC believed that Aberdeenshire Council were also keen to move into this field of opportunity. No further action was recommended at this point.

12 Dates of future meetings

11th March 8th April 13th May 10th June 8th July

Andrew Newton
13th February 2020

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

Summary of Action Points

Action Point	Person
Check that there is no double pricing	GS
Contact NESFLAG	AN
Investigate CAT situation.	GR/DCu
Contact SBA re sponsorship	AN
Oil door lock	AN
Publicise Young Archaeologist Club	CC/GR/LR