

2024 AGM of the Stonehaven Tolbooth Association

Wednesday 2nd October 2024

Stonehaven Community Centre

Agenda

- 1 Welcome and Registration of Attendees**
- 2 Previous AGM Minutes**
- 3 Report from the Chair**
- 4 Report from the Treasurer**
- 5 Election of new Trustees**
- 6 A.O.C.B.**

Minutes

Present. Gordon Ritchie, Ian Balgowan, Clare Thomas, David Fleming, Diane Fleming, Douglas Cusine, Lindsay Richardson, Dennis Collie, Cressida Coates, Andrew Newton, Mary Sutcliffe, Peter Greig, Alex Cormack, Jack Stephen, Shona Barclay, Jean Skinner, Liz Ritchie, Anthony Dodd, Garry Brindley, Neil Smith

Apologies. Louise Coates, Julie Lindeman, Bill Emslie, Frances Watt, Freda Adams, Fiona Westland, Kirstie Reid, Donald Mitchell, Jim Wood, Dawn Black, Kirsty & Bill Williamson, Lorraine Stewart, Evelyn Watt, Mollie Mennie, James Paterson, Amy Calderwood, Hilary Lonsdale

1 Welcome

Cressida Coates welcomed all the attendees to the 12th AGM of the Association.

2 Previous minutes

The minutes of the last AGM, held on 28th September 2023, were circulated after that meeting to those attending and were approved on 1st November 2023.

3 Chair's Report (Cressida Coates)

Good evening and welcome.

Many thanks for taking the time to attend the Annual General Meeting of the Stonehaven Tolbooth Association.

This time five years ago, to the date, we welcomed to the Tolbooth Museum the then Prince Charles and Camilla. Can't believe that it was five years ago.

Where does the time go?

At this time, it is customary to report and reflect on the past year, 2023/2024. To triumph our achievements, vent our frustrations and look towards the future.

Minutes of the 2024 AGM held on 2nd October 2024. Approved by circulation November 2024

In time honoured tradition I would like to welcome all our new volunteers who have joined us and I hope that they will find their time with us fulfilling.

Once again to all our volunteers, seasoned and new alike, because of your continued support and commitment we have been able to operate our summer opening times.

Now we head into our winter hours. Just as a reminder these will be primarily Saturday's and Sunday's 1230 – 1530 with additional days to cover school holidays.

Footfall has been good although slightly down on previous years, but the weather has not been kind to us.

As reported at the last AGM we made an application for a Community Asset Transfer for the building.

I can report that after many months, years and meetings the Council has finally issued a Decision Notice in which they have offered to sell the ground floor and the courtyards for £1.00. We have until the 31st January 2025 to make a firm offer for the property as outlined in the Decision Notice. There are still some issues to sort through but we will be addressing these as a matter of course.

At present the Courtyards are undergoing some renovations and this improvement will mean we will be able to organise more outdoor events in the future.

The organisations/events we hosted this year (so far) covered:-

Globus Tours again came back and today was the last visit of the season and we hope to welcome them back in 2025.

- Stonehaven Sea Cadets
- Mackerel Smoking
- Primary School Visits
- Creative Writing Course which was taken by a fellow volunteer Amy Calderwood
- Story Telling
- Lace making.
- Stonehaven Harbour Day

We also took part in the annual Aberdeenshire Doors Open weekend.

And not to forget the pub quiz which this year is to be held on Friday 25th October 2024 at The British Legion from 7.30 p.m. All welcome.

As you will appreciate there is a lot of work undertaken in organising and co-ordinating these events and our thanks go to all involved.

We were approached by the University of Aberdeen with regard to hosting a student placement in 2024. One of the Trustees, Lindsey took this on board and using the last report from Visit Scotland we were able to accommodate this request.

Some of you might have met Autumn Pinto, the Masters Student from Aberdeen University who was on placement with us; Autumn undertook to improve the presentation of the Bervie Brae collection.

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I think we can all agree that Autumn did an excellent job and also shared some other ideas which in the forthcoming year we hope to undertake. We wish Autumn all the very best and thank her most kindly for the work she produced.

Sadly other work on the collections has stalled as energies were being concentrated elsewhere, however, we will be addressing these. There is a long list of observations and proposed actions and we will be endeavouring to address these over the coming months.

However, the Dunnottar Castle panel has been completed and we are just waiting to have this attached to the wall.

The inventory mentioned in last year's report is very nearly finished and it is hoped that this will be completed and available to all volunteers.

We continue to open the clock tower when we have two volunteers available. There have been a few issues with the TV from time to time but we will continue to monitor this.

Social media is a must in this day and age and my thanks go to those who maintain our platforms and keep them current and up to date.

Now I have been practicing a lot on my pronunciation of our *Stanehyve* publication - hopefully I got it right - as it is a continuing success and our thanks as always to Gordon Ritchie and Liz Ritchie for all their hard work in the production of this.

Our shop is well maintained and the Stonehaven Sea Salt is still proving to be very popular. The replacement card reader seems to be working just fine.

So what does the future have in store for us?

How do we build on an already well established visited venue?

We say there is always room for improvement.

We can work together towards:-

- Keep enhancing the visitor experience
- New exhibits. We are currently working with a chap who would like to help with the agate display
- Promote becoming a volunteer. We have attended a volunteer recruitment event at Fetteresso Church.
- Have more formal or informal volunteer days. Where we can meet and discuss various topics or just have a coffee. I say coffee possibly a glass of wine. Especially as we go into the winter months and the chance to meet becomes less.
- Improve communications.

Last but by all means no way least I would like to take this opportunity to say a heartfelt thank you to everyone.

For your continuing support, commitment and time to the running of the Stonehaven Tolbooth Museum.

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Thank you to my fellow trustees for all their hard work in everything that we as Trustees and volunteers alike have gone through this year.

Thank you.

3 Treasurer's Report (Dennis Collie)

This report is for the financial year 1st April 2023 to 31st March 2024

1) Firstly covering footfall: Operations are more or less back to pre-covid, but footfall for the year was 17,071 compared to pre-covid's peak of 28,000. That represents 60%.

Looking at finances for the year, donations were at 72% of pre-covid's and sales were 85%; so finances are doing quite well regardless of footfall.

The museum was open on 214 days, so a total footfall of 17,071 equates to an daily average of 80 which is good, especially as on 3 separate days the footfall was 4, 6 and 7, and on 9 other days it was less than 20. The best attendance was 336 on Harbour Day.

2) The financial report, as circulated, has been independently examined. It is fairly self-explanatory.

Significant points on Income are:

- Donations from all sources (including Events) totalled £7,867
- Total sales (in-house and eCard/on-line) £6,493
- Donations by card represent a very small amount compared to eCard sales, and therefore all eCard transactions were logged as sales. In future years I'll try to separate card donations from card donations.

Significant points on expenditure are:

- Admin expenditure at over £1,000 included everything from weed killer and light bulbs, up to £175 for Visit Scotland and costs for Jim B's presentation and the Christmas party.
- Stock for sale amounted to £3,137 but there was significant stock remaining at year-end
- Insurance cost is significant but Andrew has found a more reasonable insurer for future use.
- Legal/architectural costs of £750 were all related to paving the courtyard.

Dennis asked for any questions from the floor. Gordon Ritchie sought clarification of the costs that STA will be liable for in the event of a successful CAT application. These were identified as all utility costs plus the legal costs involved in the transfer of the building.

Gordon Ritchie proposed acceptance of the accounts and was seconded by Douglas Cusine. The motion was passed unanimously and the annual report will now be submitted to OSCR.

4 Election of new Trustees

The constitution states that a third of the Trustees have to stand down at each AGM; on this occasion Gordon Ritchie, Ian Balgowan and Mary Sutcliffe, who had all been elected in 2021, stood down but indicated that they were willing to stand again. A fourth vacancy has existed for the last year and further nominations were invited from the floor.

Nominee	Proposer	Secunder
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Gordon Ritchie	Cressida Coates	Dennis Collie
Ian Balgowan	Cressida Coates	Liz Ritchie
Mary Sutcliffe	Cressida Coates	Clare Thomas
Neil Smith	Lindsay Richardson	Douglas Cusine

There being no further nominations the above four were elected to serve as Trustees.

The Trustees for 2024 – 2025 are:

Trustee	Year Elected/Re-elected
Ian Balgowan	2024
Cressida Coates	2023
Louise Coates	2023
Dennis Collie	2023
Douglas Cusine	2022
Andrew Newton	2022
Lindsay Richardson	2022
Gordon Ritchie	2024
Liz Ritchie	2022
Neil Smith	2024
Mary Sutcliffe	2024
Clare Thomas	2022

6 A.O.C.B

Douglas Cusine raised the on-going problem with the age profile of membership which is heavily tilted towards more elderly individuals. Douglas suggested approaching Mackie Academy as a potential source of younger volunteers. Cressida acknowledged this problem and that the STA has attended volunteer fairs and also used social media but was willing to speak to the Rector. Clare Thomas suggested contacting youth organisations that run the Duke of Edinburgh scheme as a source of another 'pool' of young individuals. Neil Smith mentioned that Mackie Academy has posted on Stonehaven Chat requesting posters for volunteer opportunities. These initiatives will be followed up.

Liz Ritchie encouraged the organisation to continue with the informal project that brought volunteers together to discuss various display themes; as an example she mentioned a previous meeting concerning the fishing displays which was well received.

Liz Ritchie advocated commissioning a video history of the STA from its inception.

Clare Thomas sought suggestions on how to dress the mannequin in 2024. Cressida will circulate an email seeking ideas.

Jean Skinner asked what had happened to a previous video which covered many of the display themes in the museum. It was explained that all the relevant themes in the museum now have an associated QR code and by using a smart phone the appropriate video clip can be viewed.

There being no further business the AGM closed at 2000 hrs.

Andrew Newton
Secretary STA
6th October 2024