

Meeting of the Stonehaven Tolbooth Association
Wednesday 30th March 2022
Virtual Meeting
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 CAT and Grants - update
- 8 Events report
- 9 Collections report
- 10 Curator's report
- 11 Shop report
- 12 Clock Tower report
- 13 AOCB
- 14 Future date

Minutes

Present. Cressida Coates (CC), Andrew Newton (AN), Dennis Collie (DC), Ian Balgowan (IB), Liz Ritchie (LR), Mary Sutcliffe (MS), Gordon Ritchie (GR), Graham McIntosh (GM), Clare Thomas (CT)

1 Welcome. CC thanked LR for organising a virtual meeting at short notice due to the fact that CC has succumbed to covid-19 and the planned physical meeting was prevented from taking place.

Apologies. Louise Coates (LC), Jim Bruce (JB), Douglas Cusine (DCu)

3 Minutes of previous meetings.

- a) **Acceptance.** The previous minutes of 23rd February were accepted
- b) **Matters arising.**

Action Point	Person	Action
Send email to CT	CC	CC is still trying to find the original email
Create genealogical information template	AN	Done
Contact MGS	AN	AN had a discussion with our MGS contact and proposed 2 projects –a) a digital display unit for the STA collection of old images and b) a marque for the courtyard. MGS deemed a) to be out with the scope of the new grant and whilst b) had merit it would need to be aligned with a dedicated event. MGS also pointed out that STA had a relatively healthy bank balance and chances of success were low. Given this advice this action has not been

		progressed.
Purchase bunting	CC	Done
Respond to Neil Young	CT/CC?	CT responded. No further communication from Neil Young.
Order products from Ocean Plastics.	LR	These have been ordered, there is delay in delivery but now expected in first week of April.
Discuss QR codes with Conor	DCu	DCu has been in discussion with PictureCell

Action Points

CC to send email to CT

4 Chair's report (CC)

The April rota will be sent out tomorrow and there have been a good few offers of volunteering. CC will review where dates for volunteers are required as we go towards a 4 day week although CC is struggling with 'covid fog'.

5 Treasurer's report (DC)

The summary of financial activity for the period 1st to 28th February is as follows:

Income

Barrel Donations	70.52
Amazon Donation	8.97
Digital Sales	25.34
Cash Sales	83.75
	£188.58

Expenditure

Prographix	55.00
	£55.00

GR pointed out that the Prographix invoice was for the printing of another Open Air Swimming Pool poster and 50% of this cost will be recuperated from Friends of the Pool.

6 Secretary's report (AN)

STA have received a communication from Museum Galleries Scotland (MGS) outlining the creation of a MGS Technician Modern Apprenticeship scheme and inviting application from recognised museums. Currently this has no relevance for STA and consequently will not be progressed.

7 CAT and Grants (GR)

GR had previously circulated the report from Keith Moir of Squire Associates and he also reported that Aberdeenshire Council (AC) could not validate the STA application for a CAT due to insufficient data in our constitution. There was considerable discussion on the building report which, in general terms, re-affirmed the previous report of 2012 and observed that maintenance/repair had been minimal for the last 10 years. Currently there is about £50K of maintenance required.

The weakness in the constitution has been identified as a) no reference to a minimum number of 20 members and b) only a vague description of the area of operation. These 2 problems will be rectified by amendments to the constitution via a SGM. GR will contact Diane Henderson at AC to confirm that the proposed amendments to the constitution will satisfy the Council's concerns and at the same time will try to set up another meeting to discuss the CAT and the building report. This meeting should take place before the current restaurant lease expires in May.

Once the proposed amendments to the constitution are finalised a letter calling for a SGM will be circulated together with a new membership form – the latter in order to update the STA membership list. CC will be the point of contact for replies.

Action Point.

GR to contact Diane Henderson.

CC to act as contact person for return of new membership forms.

8 Events report (LR/MS/CT)

CT reported that another art competition will be run for local schools with a closing entry date of 1st June. The entries will be exhibited on 12th June which will coincide with a Story Telling performance by Pauline Cordiner. This year's theme will be *Stonehaven, Sea and Shore*. IB offered to place posters in the four Community Notice Boards. GR mentioned that after the digitising of old Stonehaven images he will have a large number of prints surplus to requirements and suggested that they could be offered to local schools. CT will make this offer in the art competition letter to be sent out shortly to the local schools.

Future events in the Courtyard could include the Grampian Guild of Weavers and Spinners (a return from last year), Gary Brindley and the junior section of a local pipe band and the Bodgers from Dunnottar Woods.

Work is progressing on dressing the manikin for the Queen's Platinum jubilee – this will be in a 1950's style using red, white and blue as the predominant colours. Some accessories are still sought.

CT reminded the committee that the Globus tours will recommence at the end of May and will check her calendar for actual dates.

LR informed the group that on the run up to Easter the Dinosaur images will be replaced with pictures of Easter Eggs and winners of the hunt will receive Tolbooth pencils.

Action Points.

CT to contact schools re art competition and spare old Stonehaven images.

9 Collection Report

GR is still working on old images and the Dunnottar Castle poster.

David Ross (Men's Shed) has visited the museum in response to our request for advice in making better use of the coin cabinet. However, another visit is required and GR will pass David's contact details to CC.

In general terms some of the collections still need to be moved around and GR will liaise with DC.

Action Point.

GR to pass David Ross's contact details to CC

10 Curator's report (LC)

LC will be back at Easter and will update the asset register.

11 Shop report (LR)

DC has received, and paid, the invoice from Inkbottle Design but LR thought that a couple of items were meant to be on a sale or return basis and will refer back to the supplier.

MS has acquired some jewellery made locally from sea glass and will place in the shop. The intention now is to promote locally produced products and to this end one of the display cabinets will be ‘tidied up’ in order to highlight these items.

12 Clock Tower report (AN)

Nothing to report

13 AOCB.

Planning Application. DC has received notification of a planning application for sheds sited between the Courtyard wall and the Backies car park. The committee had no wish to make a representation.

Collection Box. DCu reported that a box had been placed with the Seafood Bothy.

Montrose Burns Club. DCu has received a request from this organisation for a letter of support in their bid to restore/replace a plaque to Burns at Hillside. CC to write letter and pass to DCu for forwarding to Dave Ramsay.

Outreach. IB has had a tentative request to speak to a group of disabled people and asked permission to use the museum during an evening – the museum would be assessed for suitability prior to any such meeting. The committee was fully supportive and DC and CT offered more help if required.

Stanehyve Magazine. Publication is imminent.

Action Point

CC to write letter of support and pass to DCu

13 Date of future meeting

27th April.

Andrew Newton

2nd April 2022

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

Summary of Action Points

Action Point	Person
Send email to CT	CC
Contact Diane Henderson	GR
Act as contact person for return of new membership forms.	CC
Contact schools re art competition and spare old Stonehaven images	CT
Pass David Ross’s contact details to CC	GR
Write letter of support and pass to DCu	CC