

**Board meeting of Westray Development Trust (WDT) held Thursday 17th January 2013 at 7.30pm
in the WDT Office**

Present: Douglas Leslie (DL), Philip Bews (PB), Danny Harcus (DH), June Harcus (JH), Ann Rendall (AR), David Seatter (DS), George Drever (GD) arrived at 7.50pm

Attending: Janice Rendall (JR) minutes

This meeting was called to appoint office bearers as Stewart Rendall, who had been acting Chair, had resigned from the Board on Tuesday 15th January. JR took the chair for the start of the meeting.

1 Apologies: Margaret Hutchison (MH), George Costie was off the island when the meeting was called.

3 Appointment of Office Bearers:

Chair: DH was nominated by AR, Seconded by DS. DH stated that he had been nominated to be a director of the CIC at the last board meeting but he couldn't set aside enough time to both jobs so one of them would have to go. The decision of the board was that he should accept the post of chair and step off the board of the CIC. DH accepted this decision and agreed to accept the post of chair of WDT.

Vice- Chair: DS was nominated by AR, Seconded by DH. DS accepted the position of Vice-Chair. Secretary and Treasurer will remain as is.

DH took the Chair from this point.

2 Minutes of the meeting held 21st December 2012:

The Board agreed to adopt the minutes.

4 AOCB:

-DH said that at the last meeting of WDT, it had been agreed that there would be up to 3 Directors from WDT on the CIC board. He stated that he would now step back from the CIC board as he is Chair of WDT.

The decision was required whether to appoint another WDT director to the board of WECIC or to leave it as is with PB and DL as WDT representatives.

DS stated that he was happy with the two director representation as it has been stated that the final decision on anything the CIC will propose to do will remain with the board of WDT. PB and DL are the link between WDT and WECIC.

The directors agreed to continue with the two director representation at present.

-VAO had been in contact with JR to offer a date for the Director Roles and responsibilities training, Thursday 31st January 2013. **The directors agreed this date.**

Action: confirm date with VAO and inform all directors of time and place.

JR

-WDT had been offered a course on strategic planning by VAO which would be delivered on the island.

Alan Long had been contacted for advice on the financial relationship between WDT and WECIC and he had offered to come to Westray for an evening to provide the WDT Board with advice on this.

Fiona Smith of Sorton Partners had also been contacted regarding the proposed changes to the WDT structure. She is willing to do a two evening session to give advice to the Board on this matter.
It was decided to add this to the agenda for the next board meeting and DH will contact Fiona to see what she can offer. **DH**

-PB had attended the High Level Leadership course in Kirkwall on Wednesday and it had become clear that the organisers were requiring more attendees. DH and Garth McKenzie had been contacted to see whether they would be interested. GM had replied that he would be keen to attend but DH needed more time to study the information before he made a decision.

Directors agreed that GM attend the course and approved the course fees of £500.

-A decision will be taken at the next board meeting (4th February) as to whether it is required for the WDT board to meet fortnightly until the WDT/WECIC relationship was sorted.

-Signatories on the WDT bank account will remain as is at present.

-Action: Contact Eddie Nicolson re Biofuels equipment agreement. **JR**

-Action: Contact Orkney College re Business Tax classes (part of AAT qualification) **JR**

-JR had received an email from David Stephenson regarding the Community Turbine area of the website asking that it be removed immediately due to some of the information on it. He requested that a WRE Director be contacted to approve any future information on the website.
JR removed the section.

-Corinne Curtis (CDO) will be asked to circulate a list of live projects to keep the Board informed.

With no further business to discuss the meeting was closed at 9.15pm.