

**Minutes of the Board meeting of Westray Development Trust (special meeting reconvened) held
on Thursday 15th November 2012 at 7.30pm in the Haff Yok**

Present: David Seatter (DS), Douglas Leslie (DL), Ann Rendall (AR), June Harcus (JH), Philip Bews (PB), George Costie (GC), Margaret Hutchison (MH) minutes, Stewart Rendall (SR).

Attending: David Stephenson (DSt)

Apologies: George Drever (GD), Alasdair McVicar (AM)

An application had been received from William and Christine Turnbull to become members of the Trust. The directors present agreed to membership.

Recruitment:

AR apologised for not being present at the meeting on Monday.

Directors present agreed that Garth be appointed on a year's contract in first instance with effect from January 2013.

AR proposed the Board acknowledge the hard work done by Fiona Smith. WDT will send a letter to HIE to give feedback on Fiona's performance – very positive.

The board agreed to send flowers to Fiona Smith and Katie Costie.

DSt is to contact Garth and send a draft contract of employment. An item on the agenda for the Board meeting – 3rd December – will be what WDT want the manager to do. DSt and AM will be present at that Board meeting. SR sends his apologies for the Board meeting.

DS stated his desire to step down as Chairman after the AGM but stay on as a Director.

WDT will meet after the AGM to appoint a Chairperson.

A finance meeting will be arranged for 6.15pm on Tuesday 20th November 2012.

Janice Rendall is to contact Alan Long to make travel and accommodation arrangements.

The meeting was closed at 8.15pm.