

**Minutes of the Board meeting of Westray Development Trust (WDT) held Tuesday 20<sup>th</sup> November 2012 at 8.15pm in the Westray Parish Kirk (after the AGM)**

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

Attending: Janice Rendall (JR) minutes

Apologies: George Drever (GD)

The reason for this meeting was to appoint new office bearers due to the resignation of DS as Chair and GD as Vice-Chair.

Appointment of Chair: GC expressed his disappointment at DS standing down from Chair. Discussion was held on how responsibilities could be split to avoid the Chair being overloaded with work. The suggestion was made that the Chair could be responsible for chairing the meetings and the Vice chair could be responsible for staff management. It was agreed that this route should be taken.

DL was asked if he would take the Chair position. He accepted  
SR was asked if he would take the Vice- Chair position. He accepted

This left the Treasurer position open and MH was asked if she would take it on. She accepted.  
JH will remain as company secretary.

Discussion was then held on the two WDT PEG reps and both JH and DS agreed to stay on.

The next board meeting of WDT will be held on Monday 3<sup>rd</sup> December 2012 at 7.30pm in the Hall Yok.

The meeting was closed at 9pm.

*Post meeting note: DL emailed Directors and WDT office on 21<sup>st</sup> November to express that he wished to stand down from Chair. He stated lack of time as his reason and tendered his resignation with immediate effect. Therefore, the position of Chair remains open until the meeting of 3<sup>rd</sup> December.*