

Kyle of Sutherland Fisheries Trust

Ordinary Meeting Minutes

**Thursday 25th September 2014
Kyle Fisheries Office, Ardgay**

Present

Robbie Douglas Miller, Chair (RDM)
Michael Brown (MB)
John Green (JG)
Tom Inglis (TI)
Steven Mackenzie (SM)
Gregor Macleod (GM)

Apologies

Lt Col C Gilmour
Richard Sankey

Attending

Audrey Campbell, Administrator (AC)
Alex Hunter (AH)
Hugh Mackenzie, KSDSFB (HM)
Keith Williams, Director (KW)

Welcome

The Chair welcomed everyone present to the meeting and the new office.

Minutes of Meeting held 20th June 2014 – Approval and Adoption

Minutes were adopted as an accurate record of the last meeting and signed by RDM. No comments.

Matters Arising / Action Points

No matters arising.

Directors Report

KW's report had been covered in the earlier AGM meeting. There is much concern about the lack of income to the Trust. At the beginning of the process to bring the two bodies together under one management structure it had been agreed to share costs 50/50, however it has become clear that KW and AC are spending the majority of their time on Board work. It was agreed that the cost division will be reviewed in February 2015 and a recommendation put forward at the Trust and Board meetings in March. TI suggested that a 75 Board/25 Trust split might be more appropriate.

RDM again raised the need to identify continuous income streams. He stressed that as a group the Trustees need to make an immediate plan regarding funding. TI noted that the current budget is heavily weighted with management costs.

RDM suggested that KW and the JMG make a list of opportunities to be discussed at a meeting prior to Christmas, in order to decide what could be pursued. JG has some ideas which he will gather more information about prior to the next meeting.

Finance

KW mentioned that there had been an underspend on the Shin Smolt work. KW has completed some contract habitat work which will bring in a small sum.

TI noted that the proposed £200 per month rental to the Board does not include office services.

Governance

No issues at present. TI suggested that quality procedures might be developed in the future, eg

response times for correspondence. Kyle Fisheries might then seek quality accreditation in the future. RDM agreed that this was something to aspire to, but it must be recognised that there are scarce resources to commit to this at present.

Current / Ongoing projects

KW mentioned that the genetics report from Mark Coulson has not been received yet. Funds are in the budget to pay for this as soon as it is produced. Approximately 5K will remain in the ringfenced budget for genetics once this is paid.

AOCB

None

Date of Next Meeting

RDM suggested an interim conference call meeting at the end of November or beginning of December specifically to discuss fundraising. AC will circulate a doodlepoll.

RDM reminded everyone that they are welcome at the Board meetings being held tomorrow.

Meeting Closed

ACTION POINTS – carried forward			
No	Who	Action	Completed by:
1	KW/AC	Set up procedure for regular audit of budget and bank accounts	Next meeting
2	KW	Assess hatchery costs	Christmas 2014

ACTION POINTS – from this meeting			
No	Who	Action	Completed by:
1	KW / JMG	Compile list of funding opportunities to be discussed at the next meeting	Mid November
2	AC	Circulate poll for conference call meeting prior to Christmas	Immediate