

Minutes of meeting of Directors of The Craigiebank Association on Wed 4 February 2004.

Present: G Miller, I Tyndall, J Stirton, K Mands, L Cameron, J McMurray, A McAulay, K O'Rourke, V Clark and J McDonald and Ian Murray. **In Attendance:** M Mair

	Action
<p>1. Apologies for Absence Apologies were received from E McMillan, M Lorimer and J Corrigan</p>	
<p>2. Minutes of previous meeting – 7 January 2004 Approved as an accurate record.</p>	
<p>3. Matters Arising</p> <p>Item 2 : Meeting with Congregation Board G Miller, K O'Rourke and I Murray met with the Congregational Board to discuss the Draft Agreement. The group reported that most of the comments made on the Draft Agreement had been taken on board and that this document was now with the General Trustees in order that a Final Draft can be produced for the Board and Association. A separate meeting was also held with the Church Finance Committee and insurance matters were discussed. It was agreed to seek a meeting with rep of insurance company : G Miller to pursue Jim Howden for a date for this meeting.</p>	GM
<p>Item 5 : Membership Issues.</p> <p>Membership Cards: A draft card was tabled and approved. It was suggested that these should be printed on card and placed in a plastic sleeve. Irene Tyndall undertook to purchase plastic sleeves for the cards - cost £8 for 500.</p>	IT
<p>Newsletter: G Miller reported that he had written to Dundee City Council to set up a meeting to discuss various issues including the proposed Association Newsletter.</p>	GM
<p>Item 6 : Building Issues</p> <p>Door Security Lindsay Cameron reported that he had spoken to Gregor Young about making the main hall door more secure but there was confusion over which door was involved. It was confirmed that the door in question was the outside door at the kitchen.</p>	LC
<p>Faults A fault slip was tabled and agreed subject to the addition of contact names/tel nos and information on who to contact in the event of an emergency. These slips would be placed in a prominent position.</p>	GM
<p>Joint Church/Association Meeting with Organisations It was agreed to hold a meeting on Sunday 7 March at 2 pm in the Church Hall. The purpose of this meeting would be to discuss with organisations the need for cleaning, energy saving, security, donations, bookings outwith normal times, fundraisers, Summer in City event etc. It was felt this would be a useful opportunity to circulate membership forms. All members of the Board were invited to attend.</p>	GM ALL
<p>Item 7 Financial Issues</p> <p>Update by Treasurer: Irene Tyndall reported that the Association had £1113.86 in the bank.</p>	
<p>Donations from Youth Organisations. Anne McAulay and Martin Lorimer had spoken to representatives of the Guides and Scouts and donations will be forthcoming. In addition to these two organisations there are 3 groups still to make donations. Gary Miller to ask</p>	GM

Action

Jim Howden, Church Treasurer to identify the remaining 3 groups.

4. Report on Table Sales

Irene Tyndall reported that the Table Sales had raised £216.60p. A number of tables had been booked for the next sale on Saturday 28 March. It was agreed that in future table holders who have not paid in advance must arrive by 9.30 am.

Gary Miller would produce flyers and posters for the next sale and would let members know when these are available.

Anne McAulay would place a notice on the Council Website and in the All Staff Notice Bulletin.

Judy McMurray will provide a banner for the church railings.

Tables will be laid out on Friday 27 Feb at 9.30 pm

Mike Mair to organise advert in papers.

GM**AM****JM****ALL****MM****5. Grant Applications**

Irene Tyndall tabled a grant application package from TSB. It was agreed that the Association would apply for funding to employ a cleaner/caretaker/handyman. It was suggested that we should apply for funds to employ 2 people part-time.

Gary Miller and Mike Mair to get an electronic copy of the application form and submit it

GM**MM GM****Summer in the City**

Martin Lorimer notified the Association by e-mail that he had been in contact with Dundee City Council regarding the Summer in the City grant.

ML**Lottery Heritage Grant**

Mike Mair reported that he was awaiting a report on the state of the Church roof before considering applying for a lottery grant. When he receives this report he will convene a small group so that they can look at the findings.

MM

Discussion took place on the legal position of the architect's plan for the Church building. Mike Mair agreed to re-look at the paperwork to ascertain who owned the plans.

MM**6. Tea Dance**

It was agreed that it would be a good idea to set up an Afternoon Tea Dance Club. Gary Miller has the name of a person who organises these events and he would ask him if he would be interested in taking this on.

GM**7. AOCB**

Treading the Boards Theatre Group offered to put on a concert in aid of the Association funds. It was agreed that this would be a useful event to build into the Summer in the City week. Judy McMurray to contact Treading the Boards and get a date for a Friday in June.

JM

As we would be required to make a donation of approx £50 to Treading the Boards, it was suggested that this sum be built into the Summer in the City grant application.

ML

Hall Booking – Dundee City Council have booked the hall on Tue 10 Feb to hold a meeting with their residents.

8. Date of next meeting

Wednesday 3 March 2004.