

## 2. Minutes of previous meeting

The minutes were approved

## 3. Matters Arising

### • Meeting with Dundee City Council, Community Dept – Tue 16 March

GM reported that this had been a positive meeting and it had given the Association the opportunity of telling the Community Department what we have been doing. Although they are not in a position to help financially, advice on obtaining external funding could be sought from Mr Mark Kerrigan. They were also prepared to give professional advice and assistance with the production of a Community Newsletter.

The Director, Mr Stuart Murdoch, suggested we rethink the Association's logo. He felt using the Church did not give the impression of including the community. He also suggested the inclusion of the Charitable Reference on headed notepaper.

After discussion it was agreed that we should have a logo competition which would be open to adults and primary and secondary pupils at the local schools. There would be prizes for all 3 levels.

### • Tea Dance

Unfortunately the person identified to run the dances is unable to take on this commitment. It was suggested Jean Murray might have the name(s) of other suitable people.

### • Table Sales

Monthly table sales continue to be successful. Each sale generates approx £200 income.

### • Craigiebank Health & Safety Policy

GM Reported he had not received any comment on the above and will now issue the Policy to users of the building.

### • Craigiebank Community Plan

GM reported that the initial response had been sent.

### • 3<sup>rd</sup> Party Liability Insurance

Form to be completed by IT who will co-ordinate this.

### • Forthcoming AGM – 19 May

1. It was decided to incorporate the AGM with one of the Summer in the City events. The AGM will take place prior to the Concert on Frid 25 Jun between 6:45 and 7:15
2. Miller Henry had provided a format for the AGM. This would be sent to all Association members by AM.
3. In preparation of the AGM – GM will prepare an Annual Report and IT will have the accounts audited.

## 4. Summer in the City Event

GM informed the Association that he had a form to complete for the Council in order that the first part of the £500 grant could be issued. After discussion a draft programme for the

GM

MM  
IT

AM

GM  
IT

|                       |   | <b>Action</b> |
|-----------------------|---|---------------|
| weekend was drawn up: |   |               |
| Frid 25 June          | Evening Concert suggestions: Tread the Boards, Downfield Musical Society or Lee Shepherd's Tap Dancers. JM to investigate availability.   | <b>JM</b>     |
| Sat 26 Jun            | <p><b>During the Day</b></p> <p>ATC – Adventure Activities in Church Grounds</p> <p>Craft Fair – same format as Table Sales. Although entry to be 50p</p> <p>Flower/Music Festival</p> <p>Arts Exhibition</p> <p>Fire Brigade to be asked to provide a Fire Engine</p> <p>Fundraising Stalls</p> <p>Refreshments – served outside (perhaps hire a marquee)</p> <p>Raffle</p> <p>New Association logo competition</p> <p><b>Evening</b></p> <p>DJ Competition (MM) – JM to speak to Radio Tay DJ</p> | <b>MM</b>     |
| Sun 27 Jun            | <p>Arts and Flower Festival</p> <p>Silent Auction for Flower Arrangements</p> <p>Craft Workshop</p>   |               |
|                       | <p>GM agreed to write to the organisations asking them for offers of help at the Saturday event and also offering them the opportunity to have their own fundraising stall(s).</p> <p>GM would also contact Craigie High School and ask them if their Young Enterprise pupils would like to have a stall.</p>   | <b>GM</b>     |
| <b>5.</b>             | <p><b>Financial Issues</b></p> <p>IT reported that our total income at end March was £1308. Donations were being received and bills were being paid. It was noted that the scouts have yet to make a donation for last year.</p> <p><b>Membership Expenses</b></p> <p>Members were asked to let IT have a note of any reasonable expenses and these will be reimbursed.</p>   |               |
| <b>6.</b>             | <p><b>Joint Church/Association Meeting with Organisations</b></p> <p>It was felt this was a useful meeting. Organisations were encouraged to become members of the Association</p>  |               |
| <b>7.</b>             | <p><b>Grant Applications</b></p> <p>TSB -Not due in yet; Dundee CC - submitted; Summer in City – in hand; Lottery – MM drafting.</p>  |               |
| <b>8.</b>             | <p><b>AOCB</b></p> <p>Gregor Young had offered to decorate the Guild Hall – cost of materials approx £200. It was agreed to accept this generous offer.</p>   | <b>GM</b>     |
| <b>9.</b>             | <p><b>Date of next meeting</b> – Wednesday 5 May 2004 at 7.45 pm.</p>   |               |