

DEVELOPMENT COLL

Minutes of the 6th Annual General Meeting held on 11th February 2013 at An Cridhe

Present: Chair: Seonaid Maclean-Bristol
Other Board Members; Jen Byram, Lavinia MacLean-Bristol (Treasurer),
Nic Smith, Jean Peddie (Company Secretary – Minute Taker)

Ten Members of Development Coll attended (in addition to above Board Members)

George McConnachie (staff), Jane Metcalfe (staff)

- 1 Apologies: John Fraser
- 2 Minutes of previous AGM held on 16th November 2011
The Minutes were agreed to be an accurate record of the meeting.
- 3 Accounts for the year ended 30th April 2012
The accounts had been formally approved by all Directors at their Meeting on 10th January 2013 and duly submitted to Company House.
 - 3.1 A summary/Financial Review of the accounts to 30th April 2012 was distributed to members present. Comments on the accounts were requested by the Chair. There were no comments from members present.
 - 3.2 The Chair read out the Annual Report for 2011/12. Mention was made of forthcoming information sessions being held on 12th February regarding a proposed Mobile Phone trial on Coll. The restart of the Saturday Market was mentioned.
- 4 Election of Directors
 - 4.1 All serving Directors resigned at the commencement of this AGM and offered to be re- elected.
 - 4.2 The following Directors were re-elected by members present: (eight members voted in favour and one member abstained in all cases)
Nic Smith proposed Seonaid MacLean-Bristol. Jean Peddie seconded the proposal.
Seonaid MacLean-Bristol proposed Jean Peddie. Lavinia MacLean-Bristol seconded the proposal.
Jen Byram proposed Lavinia MacLean-Bristol. Seonaid MacLean-Bristol seconded the proposal.
Lavinia MacLean-Bristol proposed Jen Byram. Seonaid seconded the proposal.

Jen Byram proposed Nic Smith. Emma Grant seconded the proposal.
Romyne Wainwright proposed John Fraser. John Wheeler-James seconded the proposal.

- 4.3 Emma Grant proposed Louis Romeo as a new Director. Doug Young seconded the proposal. The position was accepted.
- 5 Appointment of Auditors
Seonaid MacLean-Bristol proposed R A Clements as auditors for Development Coll. The proposal was seconded by Jen Byram and unanimously agreed by all Directors present.
- 6 Appointment of Office Bearers
The following positions were unanimously agreed by all Directors present:
Chair – Lavinia MacLean-Bristol proposed Seonaid Maclean-Bristol. Nic Smith seconded the proposal. The position was accepted.
Treasurer – Seonaid Maclean-Bristol proposed Lavinia Maclean-Bristol. Louis seconded the proposal. The position was accepted.
Company Secretary – Nic Smith proposed Jean Peddie. Lavinia Maclean-Bristol seconded the proposal. The position was accepted.
Vice Chair – Jen Byram proposed John Fraser. Jean Peddie seconded the proposal.
In anticipation of this proposal the position has been accepted in advance by John Fraser.
- 7 Co-Director – Seonaid Maclean-Bristol proposed Juliette Summers. Lavinia Maclean-Bristol seconded the proposal. In anticipation of this proposal the position has been accepted in advance by Juliette Summers.
- 8 Other Competent Business
- 8.1 The Chair reported that the creation of An Cridhe had been a 'learning on the job' process. The physical building project ended in July. On-going snagging problems were in hand. A retention fund was being held by Development Coll until final completion of all snagging. Financially the build project would only be complete once the retention fund had been paid.
- 8.2 Lavinia acknowledged that Pauline White had been an admirable Chair during her time on the Management Committee.
- 8.3 Seonaid reported that changes had taken place at Development Coll; funding from the Lottery and Enterprise Growth Fund had come to an end. Further funding from the Big Lottery had been successfully applied for. The focus for DC is on the success of An Cridhe. Lottery funding had secured three new staff posts.
- 8.4 George McConnachie gave an update on An Cridhe and the Bunkhouse and thanked all staff and Directors for their contribution. Referring to the Business Plan, George stated that the additional Lottery funding had boosted staff numbers and would be instrumental in securing foundations for the future of the business.
- 8.4.1 Progress had been made on An Cridhe and the Bunkhouse. The Bunkhouse had acquired four-star status and had received positive customer feedback. Around 50% of target sales had already been secured for 2013. An Cridhe had attracted a large number of activities. 68 gym inductions had taken place. New pricing was in place for the forthcoming year. The three staff members worked well together as a

team and with Directors. George reported that work was under-way to have finance reporting up to scratch. Health & Safety and Human Resource systems were now in place. George mentioned upcoming events and asked for suggestions . The An Cridhe website was close to completion and the DC website was being upgraded.

- 8.5 The Chair expressed thanks to the team of staff in place.
- 8.6 The Chair circulated a document detailing questions that had come from the community regarding Development Coll. Questions were invited from members present.
- 8.7 Members Questions - A member enquired about outside lights; the Chair reported that this had already been discussed at both Director's and the Management Team Meetings. An estimate has been requested and was awaited. It was suggested that the automatic light at the Bunkhouse could be used in the interim.

Conclusion of Meeting.