

# **Largs & District Museum & Historical Society**

Registered Charity No. SC001454

## **Minutes of Committee Meeting**

Held on Tuesday 21<sup>st</sup> March 2023 at Largs Museum, Kirkgate House, Main Street, Largs

Present: Anne Cowgill, Linda Grieve, Jonathan McLaughlin, George Newlands, Jim Rankin, John Riddell, Christine Thomas, Richard Topping, Fiona Hamilton

Jim Rankin opened the meeting acknowledging Neil Stuart's resignation as chair and intimated that as Vice Chair he would fill the vacant position until the next AGM.

The minutes of the previous meeting held on 21<sup>st</sup> February 2023 were proposed by Richard Topping and seconded by George Newlands.

### **Matters Arising**

Two waste bins have been received with a monthly charge of £3 and the dates for collection are in the diary. George has begun to catalogue the local history books and Richard provided a full report of membership growth and will update as necessary. Anne's contact with Laura Miller (HES) confirmed that the pews can be installed in the Skelmorlie Aisle, the photographs and video copy should be received soon in the post and they are hoping to visit in April.

### **Treasurer's Update**

Christine has sent out receipt and payments account year ending 28th February 2023 to all Committee members. She will contact the examiner and this statement will be presented to members at the next AGM. Bank balance at this stage is £5,052. Various funding projects were shared and discussed and it was agreed that an application would be made to the Wind Farm Trust and Anne will book for the Car Boot sale at the end of April.

### **Secretary's Report**

NAC are lending desks and school materials for the Summer display. Dates for Saturday openings are covered by Volunteers until the end of April. Three bookings for visiting the Museum and Aisle will take place next month and a donation was received following a history talk to a local Church group.

### **Constitution**

Christine gave feedback from a consultation with Fergus Duncan (Solicitor, McTaggart & Co.Largs). In the absence of a paper trail he gave recommendations of how we legally proceed and after some discussion it was agreed that the following should take place. Anne will contact FD to provide an official letter indicating the present legal status and options. As Fiona Ferguson has to agree to appoint new Trustees a meeting will be arranged with her. The Committee unanimously approved of adopting the proposed new draft constitution. John Riddell will write an explanatory note to be sent to members along with their invitation to the EGM and he was offered thanks for all his work in drafting the document. An EGM would be held on Friday 21<sup>st</sup> April 2023 and following a successful outcome the Committee would proceed with an application for a SCIO (Scottish Charitable Incorporated Organisation). The general purpose of this meeting is to regularise the affairs of the Museum and Society.

## Security & Safety

The Fire Extinguishers were checked and one was replaced. Richard shared information on the new security system with motion detectors which has been purchased but still to be installed. Jim has arranged a Health & Safety audit.

## Displays and Boards

Jestein is collating all the information for the boards and Anne will liaise with her as to dates for submission to the signage company. Bryan Brown has information for the displays and will adapt this to be uploaded to the iPads on the 4<sup>th</sup> April 2023. Linda has most of the exhibits and information for the summer season displays about local schools and this will be installed at the start of April.

## AOB

George has written a newsletter and will issue this to all the members. It was agreed that it was important to keep members informed and involved, by regularly keeping in touch with them. Anne will organise a monthly speaker for the Winter months (6)

All volunteers will be invited to see the new displays and access training on the 22<sup>nd</sup> & 23<sup>rd</sup> April 2023. Information of procedures and safety will be updated.

Richard will contact Bryan as to how to proceed to establish a website domain. Jim had met with Anthea Dickson Provost of NAC with a possibility of her attending the opening.

Fiona stated that as far as she is aware, any assets that were previously left in the bank were returned. It was suggested that a safe may be a prudent investment for some of the more valuable items in the Museum.

Date of the next meeting will be 18<sup>th</sup> April 2023 at 10.30am.