

Largs & District Historical Society

Registered Charity
No. SC001454



MINUTES of Trustees Meeting of 12th Dec 2023

Minutes taken by: Richard Topping

Attendees:

George Newlands (Chair)	Christine Thomas (Treasurer)	Linda Grieve (Trustee)	Fionna Ferguson (Trustee)	Richard Topping (Vice-Chair)
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Apologies received from **Rick Boston** (Trustee), **Anne Cowgill** (Secretary), **Colin Golightly** (Trustee), **Jim Rankin** (Trustee).

Item	Topic	Responsibility	Decision / Action
2	<u>Previous minutes</u>		Proposer: Linda Seconder: Christine
3	<u>Matters arising</u>		
	BT internet account		Christine has made good progress and was assured by BT management that the problem with our account should be resolved very soon.
	Information Boards – update	Linda	The 6274 Printers company has yet again become unresponsive. Jill to be informed early next year by George .
	Paperwork to lawyer for asset transfer to SCIO	Anne	Anne to monitor.
	Digitisation	Richard	Richard to procure the equipment when we are in a position to start using it.
	Trespassing. Jim purchased the warning sign.		Sign has been purchased and is awaiting fitting.
	NAC requested (twice) by Richard to supply a key for the new gate . No progress.		Colin will enquire during his next contact with Streetscene.

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	<p>Request recd from Jill to host visitors who will attend the Judo Scottish Open on 22 & 23 January.</p> <p>NAMF Training sessions. Still awaiting details.</p>		<p>This was discussed but George, Linda, and Richard felt that it was unrealistic to offer more than an Aisle tour, due to the amount of work needed to get the Museum in a presentable state.</p>
4a	<p><u>Chairman's Update</u></p> <p>We are still awaiting the revised agreement with HES.</p> <p>Visitor's Book based on Heritage Centre's book to be re-introduced.</p> <p>Offer from one of our members to set up a Geology display was accepted.</p> <p>Replacement dehumidifier should be in place in approx. 1 week.</p>	George	<p>George & Christine to monitor</p> <p>George to investigate</p> <p>George to inform the member</p>
4b	<p><u>Treasurer's Update</u></p> <p>Christine presented the budget for Oct 2023 and projected to Feb 2024</p> <p>Our bank balance is £12,045.</p> <p>We received just over £3000 from HES and £985 from the NAC Participatory Budget Fund.</p>	Christine	
4c	<p><u>Secretary's Update</u></p> <p><i>Note: many items in this update were covered under Matters Arising.</i></p> <p>Ian Macintosh has been requested to set up display to commemorate D-Day.</p> <p>The Stroke Group donated £30 for the recent presentation in the Largs Library.</p>	Anne	<p>George to see if he has any info (particularly maps) relating to the Catalina flying boats.</p>
4d	<p><u>Membership Secretary's Update</u></p>	Richard	<p>Richard to advertise for members, emphasising the benefits of</p>

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	Membership stands at 57.		membership. The idea of providing digital postcards as an incentive was approved.
5	<u>Inventory Check</u> Much of the inventory that used to be in the top floor has been transferred down one level, awaiting recording.	Jim	It was agreed that Richard should update (but not maintain) the Rota, with a view to the Phase Two (loft inventory) resuming on 8th January . Also, the results of the Phase One to be transferred to OneDrive for sharing and security.
6	<u>Accreditation</u> The Eligibility Questionnaire was submitted to Museums Galleries Scotland a month ago.	Richard	Richard to inform Trustees and Jill when a decision has been received.
7	Grant Applications sub-committee		Colin and George will co-ordinate, with assistance from others, as required. The SLCF Landfill Tax Fund looks like one we should pursue. Colin & George to investigate further, bearing in mind the end-Jan deadline.
8	Proposed Scale of Fees	Richard	This is deferred to next meeting to include input from family History Soc.
9	<u>AOCB</u> Disclosure Scotland PVG This is ongoing, with Linda being the interface for the Museum. (GDPR) General Data Protection Regulation Linda has constructed our GDPR Policy, and this is now published on the Museum's website. Living History Colin discussed this with the L&M Weekly, but they had no appetite for participating in the project.	Linda	Linda to provide regular updates when appropriate. No further action To be discussed further (internally).

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	<p>Graveyard steps railings Colin suggested that sanding down and painting the railings could be a good project for the Community Payback group.</p> <p>Museum Displays 2024</p>		<p>Colin to discuss with NAC.</p> <p>This topic to be discussed in more depth at the next meeting.</p>
10	<p><u>Next Meeting</u> At 10am on Tuesday 16th January in the Museum.</p>		