The Dornoch Area Community Interest Company

Company Registered in Scotland: Registration No 327565

MINUTE OF DIRECTORS MEETING

Held on 15th March 2017

Present Joan Bishop (JB), Neil Hampton (NH), Alison MacWilliam (AMcW), Lynne Mahoney (LM), Gordon Sutherland (GS)

Apologies: Anne Coombs (AC), James Dillon (JD), Cllr Jim McGillivray (JMcG)

Attending: Christine Callingham (CC)

|  | **Item** | **Point of Information/Discussion/Decision** | **Action** |
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| 1 | Minute of meeting on 17 January 2017 | Proposed AMcW; seconded NH |  |
| 2 | Matters arising not covered elsewhere | a. A second footpath sign to the Point at river Street/Beach Road junction is still to be erected. b. Visitor Centre numbers January & February 649 an increase of 371 on previous year. c. CCF end of grant report submitted d. SSE Grant application submitted e. Great British High Street good practice “Innovation in Tourism” submitted f. Polling places review. Library is now the appointed venue  g. BBC Adventure Show . AC to provide link to show featuring Dornoch.  h. Dog Fouling Campaign. NH reported that Ian Madeley has put up posters and started an awareness & fund raising campaign. Formal PR being worked up. | AC |
| 3 | Membership & Stakeholder applications | **Genevieve and John Duhigg (new Business Group members)** JB asked GS if the new owners of the Dornoch Stores and General Store were on the voter’s roll in Dornoch to ascertain if membership or stakeholder category applies. GS can now advise that they are not at present, so stakeholder applies. **Gary Grant (new Business Group member)** becomes a stakeholder. |  |
| 4 | Whisky Festival 27-30 October | JB advised a new stakeholder group had been formed to manage and develop the festival. A sum of £2700 has been committed by local businesses and further funds were to be sought from local Distilleries. HIE has indicated willingness to support a grant application from the new group. |  |
| 5 | Music in May | AMcW advised that as there had been no response to requests from last year’s venues, a leaflet will not be produced this year. |  |
| 6 | Food & Drink | GS advised the text for the new leaflet was now being prepared for proof and then printing. The exercise had led to 3 new Business Group members and 11 charged entries, raising a sum of £220 which meant the production of the leaflet would be self-financing. |  |
| 7 | Visitor Centre | JB advised the opening hours and staffing position for the 2017 season. In addition, a discussion was held on funding and it was asked why VS appeared from newspaper reports to be continuing to fund the tourist office in Durness but could not commit funds to Dornoch. JB undertook to raise this question with VS. | JB |
| 8 | Business Group Membership | JB advised that, to date, there was no fall off in membership from 2016, but a number of replies were still awaited. |  |
| 9 | Cruise liner market | NH advised that he was part of a working group that were developing a proposal for the 2018/19 season | Diary |
| 10 | Staff Pensions | JB recommended that NEST be chosen as the workplace pension provider from our ‘staging date’ in October. This was agreed unanimously. A discussion then took place as to whether or not employer contributions should be based on full salary or simply ‘qualifying earnings’. JB agreed to provide the next meeting with information on the cost of each option to allow an informed decision to be made. | JB |
| 11 | Month by month plan | JB presented this for information. GS raised the food & drink ‘festival’ scheduled for September and pointed out that, in his opinion, there never really was a festival in the past, other than the ‘Taste North’ event. JB undertook to find out if there would be another Taste North event in 2017 and report back. | JB |
| 12 | Leaflets | AC has produced an initial draft for the Donald Ross Leaflet. Highland Council is agreeable to using text from the Pictish Trail now out of print, and suggests sharing costs with organizations featured. AC to follow up. AC not in attendance to give update on Thomas Telford leaflet. | AC |
| 13 | Dornoch leaflet & Landmark Press bedroom folders | Quotes had been obtained from Landmark Press to  a. distribute a “whole Dornoch” leaflet in 2018 in Inverness & Loch Ness and  b. include a “whole Dornoch” page in the 2018 Bedroom folders for The Northern Highlands  It was decided to book these and then work with others to design, print and share costs with businesses/groups featured. | Diary |
| 14 | Financial Statement | JB reviewed the financial statement and advised that the forecast was for DACIC to more-or-less break even over the next 3 years |  |
| 15 | MDO Report | Congratulations and thanks were expressed to Lucy Williams, in particular for the development of Social Media |  |
| 16 | AOCB | **Best Garden award** - it was agreed to refer this proposal to DADCA and that DACIC would contribute to a prize if it was taken up  **Falls of Shin** - the new visitor centre opens on Sat 13th May and is preceded by a ‘trade day’ on Fri 12th May. NH undertook to try to get invitations for DACIC Board members to attend the trade day. DACIC will promote via Business Group email.  **Rosamunde Pilcher** – AMcW, CC and LM agreed to look at the possibility of a tour within Dornoch related to Rosamunde Pilcher and will look at what happens along these lines in Cornwall. In particular to read “Winter Solstice” to see if this presents an off season opportunity  **World Host** - JB will investigate and advise how to renew  **Battle of the Somme film** - AMcW mentioned the opportunity of showing this in the Social Club and it was agreed to promote showings of the film via the What’s On lisiting and Social Media | JB  NH  AMcW  CC  LM  JB |
| 17 | Next meeting | The next meeting will be held on Tuesday 11th April, 7pm at RDGC. A McW has agreed to take Minutes. |  |