



# Community Carrot Board Meeting Minutes

Date: August 24<sup>th</sup> 2020 (zoom meeting)

Board members present: Kirsten Maguire (KM); Tim Greene (TG); Tracie Byers (TB); Naomi Barnes (NB); Calum Elliot (CE); David Parish (DP); Charlotte Davey (CD)

Managers and Development Officer present: Hannah Ewan (HE)

Apologies: Sarah Archer (SA); Isobel Knox (IK); Helen Muir (HM); Jo Gibson (JG)

		Action
1	Approval of actions from last meeting	
2	Managers' Update – postponed till next meeting	
3	Development Officer's Update	
	Electric Van update – finance & model & mileage; location of charging point; community hire availability	Dev Off
	Hotmeals – now at Dunbar Parish Church kitchen	Dev Off
	Community food projects: Best Start Box; Take and Make bags; Kids Outdoor Cooking at the Ridge; Volunteer enquiries: Kids Food Journey	Dev Off
	Timeframe & funding availability for dev off post	
	Vegware	Dev Off
	Grant for Refillery	Dev Off
4	Board Actions (Board only present)	
	New shareholders – database handover rearranged with FH, DP & CD	TB
	Policy development and changes. Donations; window posters. Wording to be agreed by email. Laminated sheets for info sharing amongst staff.	Board
	Register of Interests to be created update via email	CE
	Minutes governance – to be signed off at each Board meeting	Board
	Website deep dive – scope for website development. Offline subgroup	DP; CD; NB
	Cookie management update on website – feedback required to DP (email from Aug 14 <sup>th</sup> )	board
5	Financial Update	
	Accountant – fees; timeframe; contract	KM
	Accounts from April through to July discussed.	
6	AOB	
	Manager update – structure	DP
7	Date of next meeting	
	Mon 21 <sup>st</sup> Sept, 7.30pm	

This document was downloaded from <https://communitycarrot.scot/board-meeting-minutes>