



# Community Carrot Board Meeting Minutes

Date: 14<sup>th</sup> November 2022 hybrid zoom/in-person meeting

Board members present: Naomi Barnes (NB); Julia Dorin (JD); Tim Greene (TG); Erica Wimbush (EW); Nathan Pike (NP)

Managers and Development Officer present: Jo Gibson (JG);

Bookkeeper: Paula Gibson (PG);

Apologies: Jennifer Allan (JA); Helen Muir (HM); Hannah Ewan (HE);

	Welcome NP to the Community Carrot board	Action
1	Approval of actions from last meeting	
2	<b>Financial Update –</b>	
	Review P&L figures for October 2022 – The shop continues to run at a loss. Actions to reduce the costs are being taken.	
	Categories for P&L sheets agreed	PG/managers
	Tally all the grant transfers and send to JD	PG
	Rough daily average outgoings estimate need uptodate figures. Repeat the estimate in 3 months' time	TG
	NP & JG to meet to use EposNow data & Xero to do weekly forecasting	NP & JG
	New freezer grant expires after 6 weeks. Buy freezer	managers
	Corporation Tax office items	JD
3	<b>Managers' Update</b>	
	Supplier costs significantly increasing, costs therefore are passed on to the customer. Variable margins depending on the product.	
	Christmas week deliveries begin on 19 <sup>th</sup> December, last orders in on Friday 16 <sup>th</sup> Dec.	Managers
	EposNow is now being used to log staff hours	managers
	E-van insurance	Dev/Off
	Guttering & leaking downpipes. Quotes are coming in, it's unclear whether this is an internal plumbing problem at a neighbour's flat.	Managers
	Energy efficiency – ask BeGreen for advice	Dev Off/Managers
	Shopify Hardware has been itemised and NP will use ebay for sales	NB/NP
4	<b>Development Officer's Update -</b>	Dev Officer
5	<b>Board Actions (Board only present)</b>	
	Annual reviews for staff now due	tbc
	Newsletter items for members	JD/Hannah
	Out of town retail news was discussed. DTA to pressure ELC for more highstreet support	
6	AOB	
7	Date of next meeting	
	Tuesday 12 <sup>th</sup> December 2022, 7.30pm	

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