



Community Carrot Board Meeting Minutes

Date: 13th March 2023 hybrid zoom/in-person meeting

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

Managers and Development Officer present: Helen Muir (HM); Hannah Ewan (HE);

Apologies: Jo Gibson (JG);

		Action
1	Approval of actions from last meeting	
2	Financial Update –	
	Review P&L figures for February 2023 – The shop made a small profit.	
	Clover machine payment updates. Feedback to JD	Managers
	Review margins in line with supplier cost increases	Managers & NP
	Xero can link with EposNow. Check with PG which functions are most useful and use this method to iron out discrepancies.	JD & NP
	BG Lite offer for electricity runs till Oct 2024.	
	Next accounts, waiting for quote from Haines and Watt	
	Categories for P&L – look at the most useful data for the board	JM / JD / managers
3	Managers’ Update	
	Designs for the window stickers and shop signs to be done by Kate next month. Lighting: reconsider this next autumn and find out from shareholders if anyone has any lighting expertise.	Managers
	Sales and Marketing group: restart meeting after the AGM	
	AGM member consultation on strengths, weaknesses and new ideas	NP
	Civic Week promotion. Think ahead for next meeting	everyone
	First Data Merchant Solutions PCI DSS Compliance Programme – deal with this offline	TG / managers
	Shopify hardware – 2 items have been returned. Need to sell a till and a set of scales.	NP
4	Development Officer’s Update - next meeting	Dev Officer
	Marketing new idea: taste comparison article & in shop	
	Sunny’s Kitchen volunteers are working well. Bleachingfield now request upfront hire payment for the hall. HE to instruct JD when payments are required	HE/JD
	Request for secondhand kitchen equipment	
	Investing in Community Funding will cover the costs for a children’s cooking session, once a week for 2 years starting April 2024. National Lottery funding ends summer 2025.	
	Sunny’s soups needs to find new sources for produce with a regular delivery system.	
	There will be a kids’ session over Easter.	
5	Board Actions (Board only present)	
	Put Community Farm on next month’s agenda	NB
	AGM confirmed date Sun 30 th April 3-4.30pm at Dunbar Townhouse, Community Room.	NB
	JD is now meeting PG to go over accounts before each board meeting.	JD
6	AOB	

7	Date of next meeting	
	Tuesday 10 th April 2023, 7.30pm	

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