



# Community Carrot Board Meeting Minutes

Date: 11<sup>th</sup> September 2023 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: Helen Muir (HM); Jo Gibson (JG); Hannah Ewan (HE);

Apologies: Jade Muir (JM);

Visitor: David Barfoot – Tynninghame Market Garden

		Action
1	Approval of website minutes	
	David Barfoot from Tynninghame Market Garden outlined plans for development. Discussion on how a Community Farm and Community shop share aims and could mutually support each other.	
2	<b>Financial Update –</b>	
	Review P&L figures for August 2023 – The shop made a profit.	
	Query NI employer contributions with PG	JD ask PG
	Consult H&W on use of reserves for repair work.	JD ongoing
	Look into spreading cost of holiday pay across the financial year	JD - ongoing
	Book an appointment at BoS regarding better rates	JG
	EposNow and Xero – using a CSV file to import figures – speak to PG	JD & PG ongoing
	Haines and Watt – final queries on accounts are ongoing	JD ongoing
	P&L sales breakdown categories ongoing	JM / PG ongoing
3	<b>Manager Update</b>	
	Unpaid local bill – waiting for proof of payment.	Managers ongoing
	Staffing update – no new update	
	Direct deliveries from market started, going quite well.	managers
	Discussion on local suppliers. Look into supply chain through East Coast Organics.	managers
	Sales and Marketing: lighting – has improved a lot now the tea shelving moved.	Dev Officer
4	<b>Development Officer's Update</b>	Dev Officer
	Feast day at the Ridge on Saturday at Empire Close - Sept weekend 16th Sept – everyone invited.	
	Update Crunchy website in the autumn	Dev Off - pending
5	<b>Board Actions (Board only present)</b>	
	Cargobike – Check out the shared scheme and speak to MJ and HE to find a solution.	EW - ongoing
	Progress on Manager 3-way shared role temporary period review end Sept. Actions on email	Board - ongoing
6	AOB	
7	<b>Date of next meeting</b>	
	Monday 16 <sup>th</sup> October 2023, 7.30pm	

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