

**Minutes of Meeting of Board of Trustees Held on Wednesday 25 October 2017
18.00 hrs at Kilmardinny House.**

Present:

Glen Johnstone	(GJ)	Independent Director
Iqbal Singh Bedi	(IB)	Independent Director
Gillian Renwick	(GR)	Partner Director (Vice Chair)
Jim Neill	(JN)	Independent Director
Maeve Kilcoyne	(MK)	Company Secretary
Mark Grant	(MG)	General Manager
Sheila Mechan	(SMe)	Partner Director
Susan Murray	(SMu)	Partner Director
Thomas Robertson	(TR)	Trade Union Director

In attendance:

Thomas Glen	(TG)	EDC Depute CEO
Jamie Robertson	(JR)	EDC Strategic Lead Finance

Apologies:

Jim Gibbons	(JG)	Partner Director
Sandy Marshall	(SM)	Independent Director (Chair)
Stewart MacDonald	(SMD)	Partner Director
Jimmy Watson	(JW)	Independent Director

Item	Subject	Action
1.	Welcome	
2.	Apologies As Above	
3.	Declaration of Director's interests TR declared an interest in item 6 as a Union Representative.	
4.	Thomas Glen (Depute CEO) / Jamie Robertson (Strategic Lead Finance) TG and JR gave a presentation on the procedures followed by EDC when setting their budget for 2017/18.	
5.	Minutes of Meeting of 23rd August and Matters Arising Re item 7 (Service Review Cultural Development) MG advised that employees had received figures, but that there was no confirmed leaving date. There was also no confirmed date for the P&R subcommittee meeting. Proposed GR Seconded TR	
6.	Variation to Leisure Centre Opening Hours – Update MG advised that as staff would have to be given 3 months' notice it would be February 2018 before implementation.	

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	TR suggested a trial period, avoiding the need for 90 day notice. MG intimated that there may not be an increase in revenue, but would provide a better service to customers and assist with retention of members. IB asked if footfall would be monitored before and after implementation and MG assured this would be the case.	
7.	Barclay Review - Briefing Note – SPORTA – update MG tabled the latest information from COSLA and Vocal	
8.	Operational Performance Report – Period ending 1st October 2017 It was noted that there was some confusion regarding membership options on the website and a request was made for a presentation at a future meeting. JN requested that the work of employees should be acknowledged by the Board, with specific congratulations sent to library employees regarding item 2.2.2.	MG
9.	SPORTA Conference 13th and 14th November. MG advised that SM had expressed an interest and the Board were happy for the Chair to attend.	
10.	Board Training It was agreed to have one half day training session before the end of 2017. MK to email to seek preferences for possible dates.	MK
11.	AOCB JN expressed congratulations to Lillie Art Gallery regarding their exhibitions. GJ queried parking at the Allander and asked if the allocation of disabled and parent/child spaces was legislative. IB asked for an update on the Allander re-development. MG to ask EDC asset team to present to the Board.	MG
12.	Date of Next Meeting 20 th December, Kirkintilloch Leisure Centre	

Signed:



Date : 20/12/2017