

## **Minutes of the Kilfinan Community Forest Company Board of Directors, held at the Office at 5pm, Wednesday 7<sup>th</sup> October 2013**

**Attendees:** David Blair (Chair), Willie McAllan, Steve Williamson, Andrew Graham-Weall, Jamie Chaplin-Brice, Nikki Woolf

**Apologies:** Fiona Hamilton, Robert Borruso, Robert Blair, Fraser Brown

### **Welcome from David**

**Minutes of the previous meeting:** 23<sup>rd</sup> September proposed correct by WM and seconded by DB

## **Operations Manager Report**

### **Volunteers**

- J C-B asserted that the Dunoon charity Kaleidoscope had been in touch regarding potential volunteers at the forest. Agreed that they will be considered as possible participants of the 'Volunteer For Skills' programme.

### **Entrance Signs**

- J C-B confirmed that planning permission has been granted for the new entrance signs to go at the KCFC entrance; J C-B to organise framing and erection of signs.

### **Seedcorn Fund**

- Through the 'wood of our own' report, Community Woods Association (CWA) highlighted that there is available funding from the Seedcorn Fund (deadline 31<sup>st</sup> October), for training and consultancy. J C-B, SW and WM to discuss prior to J C-B contacting Elaine Jamieson.

### **Sawmill Shed**

- Planning application still with Steven Gove, who is visiting site in the next few weeks. Planning will take 28 days to go through.

## **Digger**

- J C-B has organised for Alistair Macrae to dig foundations for the shed. Additional future digger work for Alec Wright to be considered.

## **Volunteering Forester**

- Paul Meyer is due to arrive this weekend, to start at KCFC next week (w/c 14<sup>th</sup> October). J C-B to report back to the Board on his progress.

## **Telehandler, ATV and Trailer**

- Deposit paid to secure the booking. 6 wheel ATV and trailer still to be purchased; NW to arrange payment for these once funds become available.
- J C-B to keep a lookout for a timber trailer in the meantime.

## **Harvesting**

- EGGER had cleared 2500 tonnes by last week (should be up to 3000 by now) – J C-B estimates that they should clear up to 6000 on completion. c. 500 tonnes of timber retention originally agreed, however EGGER will charge a management fee on top of the extraction costs. J C-B to negotiate management fee, on the basis that KCFC will just retain larch sawlog.

## **Rhododendron Project**

- Ross Petro is back in the country on Friday; due to sign the contract then. First claim has been submitted; J C-B to update the Board.

## **Long Term Forest Design Plan**

- Two changes needed:
  - 1) The road line has been put on top of the hydro pipe route – needs to be changed to keep off the pipe route and the Kilfinan Way. Agreed that the road line could go in between the Kilfinan Way and the pipe route and that if it has to cross the Kilfinan Way at a point then so be it.

2) The area around the MetMast is currently assigned for thinning rather than felling, which will likely affect the wind forecast. The Board has agreed to keep the MetMast in its current location for two more years and then decide whether to move it.

- Lightweight road (rather than full harvester road) to be included for access.

### **Bonfire Night**

- The Board has decided not to do go ahead with an event this year.

## **Minutes**

### **RBS internet banking**

- NW to complete forms and organise with the bank.

### **Social Investment Scotland**

- In place should we need it; documents not yet signed. WM to update the Board.

### **Co-op bank**

- NW to send off forms for debit cards to be organised for the correct account.

### **Froglife Project**

- Agreed that three new ponds will be installed (funded by the Froglife project) as dipping areas for kids.

### **Voluntary Action Fund**

- KCFC has been given £9K funding for the 'Volunteer For Skills' project, £5K of which will fund the post of Volunteer Co-ordinator (2 days per week for 28 weeks). Money has to be spent by June 2014. KCFC to recruit this person in January/February to then recruit volunteers in March.
- Requirements of the Volunteer Co-ordinator – leadership skills and a personal history of being a volunteer. VAF have confirmed that KCFC does not have to go

through a formal recruitment process. Agreed that WM will discuss suitable candidates for this position with Michaela Blair.

- WM confirmed that there will be four categories of volunteers – the Board, Forest Operations, Nature and Heritage. Board to think of further ways to move forward with this project.

### **Kyles Marketing Group**

- Agreed that KCFC should join the Marketing Group - £200 per year membership which NW will endeavour to claim back from LEADER/ HIE. NW to attend meetings.

### **AGM**

- Due to take place on 10<sup>th</sup> October at 7pm. J C-B to put together a presentation outlining where we're up to now and where we're going in the future, and show members the LTFP. RB to talk about the housing project.
- SW to put together a slideshow of photos to project during presentations.
- The Board agreed to suggest a change that Directors be on the Board for 4 years rather than 2.
- The Board agreed to suggest a change that quorate at AGMs be 5% rather than 10%.
- WM to organise tea and coffee.

### **Meeting with the Kilfinan Trust**

- Taking place on 21<sup>st</sup> October at 10am – Michaela to send over the sustainability plan to Nick Ferguson. Pre-meeting meeting at 10am on 18<sup>th</sup> October (MB, DB, WM and SW to attend) to prepare.

**Date of next meeting – 21<sup>st</sup> October**