

**Minutes of the Kilfinan Community Forest Company Board of Directors, held at the Forest at 6pm on Monday 19<sup>th</sup> November 2012**

**Attendees:**

Rob Borusso,  
David Blair  
Eve Mcfarlane  
Andrew Graham-Weall  
Steve Williamson  
Rob Blair  
Willie McAllan

**Apologies**

Eamon King (weather)

**Welcome from David**

**Minutes of the previous meeting**

The minutes of the previous meeting were proposed as correct by Andrew and seconded by Eve.

**NAME FOR THE TRADING ARM**

Discussions led to 'Kilfinan Forest Trading' as being suitable.

**FUNDING LETTER**

We will create a personally aimed letter ... add in soundbites, explain inward investment locally and with contractors, and create press articles from it to seed interest with tangibles and efficiency. MH would be very good to find soundbites.

**MORE LOGS NEEDED**

We need to crosscut more for Craig to split ... Tuesday afternoon volunteer group seems good to keep supply going.

**ACCIDENT.** A contractor has been injured in an accident in the forest. Our emergency procedures worked but we can improve; always take medical kit, survival blankets, torch, GPS.

Operation hampered by mobile phone signal ... we can test areas for reference, record areas where signal is good; also test walky talky sets.

Always take waypoint of work places in remote areas.

Improve ways through forest with signed posts.

**AGREEMENTS.** Check contractors agreements with Eamon, these will cover volunteers, employees and contractors.

**HSE.** WM will check HSE website for advice and any improved systems.

**LIGHTING.** Three new lights will help working area, kitchen, compost shed, and on corner by polytunnel. SW will purchase materials and head torches.

**SURVIVAL BLANKETS.** Eve will buy two for future needs.

**Female directors**

We all need to be alert for more female directors to the board.

**INTERVIEWS**

'Assuming you know what we are trying to achieve, how would you plan to take the wood processing yard forward?' ... a 10 minute discussion with Forest manager interviewees.

Also, can we adapt Michaela's system for these interviews(DB to ask), also meet to discuss shortlist of applicants so letters can go out this week.

**AWARDS FOR ALL**

A working group will allocate funds ... SW, EM, WM

**CHRISTMAS PARTY**

Director's and wives + Eamon and Craig, all bring dishes, drinks, Friday 21<sup>st</sup> December ... winter solstice, either at SW or AG-W house.

**SALARY INCREASE**

EK salary increase has been approved and will be arranged on his appraisal ... EM

**Barbecue** funds for AG-W for £39.00 to cover food etc.

**Meetings**

Next meeting Monday 3<sup>rd</sup> December 2012 at 5.30 at SW's (?)