

Board Meeting Minutes

Date & Time	Thursday 20 th March 2025
Location	Virtual
Attending (Board)	Luke Watson LW (Chair), Glen McGill GM (Vice Chair), Jim McGillivray JM , Emily Teagle ET , Iona Currie IC
Apologies (Board)	Paddy Murray PM , Paula White PW
Guests	

	Item	Lead				
1.	Minutes of board meeting 16/01/25 & 31/10/24 for approval <table><tr><td>Proposed</td><td>JM</td></tr><tr><td>Seconded</td><td>GM</td></tr></table>	Proposed	JM	Seconded	GM	NA
Proposed	JM					
Seconded	GM					
2.	Review of actions New Action plan to be started in April	LW				
3.	Existing Projects/Activity No DACIC Board Report produced on this occasion therefore a full update is given on all projects and activities Member Update <ul style="list-style-type: none">GM gave update on the work he has done in contacting the current membership that did not engage with us at the time of the AGM. Out of the 156 original members, 96 have confirmed that they still wish to be DACIC members (8 of which are couples) DACIC membership therefore stands at 104.We will be promoting the work that DACIC does at the first market on Saturday 26th April this will also be a good opportunity to recruit additional volunteers, not only for the community transport but for the Hub and MUGA. LW discussed that National Volunteer Week 2025 will be observed from April 27 to May 4 and we should do a recruitment event with all organisations. Board agrees. Board Directors <ul style="list-style-type: none">We are still looking for at least 1 additional board member, which can be promoted and both the Market and Volunteer Week event. GM will also review the volunteer and director JD and make them less daunting. Distillery <ul style="list-style-type: none">All funders have agreed to the lease and Deed of Condition. The Deed of Condition has been agreed and will be signed next week. The final draft of the lease and all associating documents will be reviewed and plan to sign off by the end of the month. The Hub, Manager Report <ul style="list-style-type: none">General Update The first 3 months of the year have been busy, with significant improvements made to both the Hostel and the Hub. The flooring in the Hostel was fully replaced with vinyl, giving it a fresh and more durable finish. Alongside this, all the	LW				

	<p>bedrooms were repainted, further enhancing the accommodation for future guests.</p> <p>At the Hub, we replaced the flooring in the downstairs toilet and carried out general maintenance throughout the building. These updates have helped to improve the overall look and feel of the space, ensuring it remains welcoming and well-maintained for all users.</p> <p>These improvements mark a strong start to the year, and we will continue to prioritise maintenance and upgrades as needed to keep our facilities in top condition.</p> <p>The costs for maintenance and repairs have been quite high this year, however this should mean the coming year will be less expensive.</p> <p>Dawn finishes her admin role at the end of March and has already given up her cleaning role.</p> <ul style="list-style-type: none"> • Room and Space Hire We've been busy with various workshops, which are finishing by the end of March. We've had Fibrefest, and our regular bookings. • Income: Regular room hire: January £56.68, February £425.36 (includes £166.67 for 6 month Bank rental) Grant-funded room hire (coffee mornings and workshops): January £200, February £450. • Tenants and Leases Empty Spaces: G3 & Gallery: Shop; the joiner has finished the work in February, we have met with a coffee make distributor and would like to go ahead with that in April. Triage is donating some tables for in the reception, making this a gathering place for tenants and community and hopefully increase interest in Gallery bookings and shop tenants. G11 & G12: We have found a tenant, who is keen to change this into a shop and workspace, from the first of May 2025 F9: It has now been decided to use this room for internal office use F17: This office will have a new tenant from the 1st of April, Triage. • Renewals: Rising Light Therapies' lease is up for renewal in April 2025. I have been in touch with Doreen. The next lot of leases are up in June: MI Architects CASWA the Gift Project Selvana Murform • Workshops and Activities We ran only 2 workshops in January, but 14 in February and 15 for March. The coffee mornings seem to be getting a bit of a boost, with some new faces. Funding ends the end of 	
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	<p>March; we are looking for suitable funding to continue the workshops as they were so popular.</p> <ul style="list-style-type: none"> • Building and Maintenance Hostel Updates: All the works in the hostel have been completed. The cleaner comes in every fortnight, Sharon has taken on this role, and so far, it has been a great success. Hub Updates: Shop refurbishment is continuing, further updates next month. <p>Dornoch Community Transport</p> <ul style="list-style-type: none"> • See DACIC Data Pack for car usage • Still applying for funding to purchase new vehicle <p>The Dornoch MUGA</p> <ul style="list-style-type: none"> • See DACIC Data Pack for MUGA usage • Paid Membership <p>Seeking board approval to implement a paid membership system for the Dornoch MUGA starting in April 2025, which will operate alongside the current pay-per-play model. This proposal has been developed in collaboration with the MUGA Steering Committee and is aimed at enhancing the facility's financial sustainability and community engagement.</p> <p>Benefits of Membership for DACIC</p> <p>Introducing a membership system will bring numerous advantages:</p> <ul style="list-style-type: none"> - Stable Revenue Stream: Membership fees will provide a predictable source of income to support the facility's maintenance and improvements. - Increased Engagement: Members are more likely to use the facility regularly, fostering a stronger sense of community. - Loyalty and Value: By offering exclusive benefits, such as discounted rates and free sessions, we can attract and retain more users. - Operational Efficiency: A formal membership structure helps streamline communication, bookings, and user management. - Support for Future Developments: Membership will play a key role in supporting the development of a new indoor sports facility by demonstrating strong community engagement and providing a sustainable funding model to underpin future grant applications and investments. <p>5.2.2 Overview of Key Documents</p> <ul style="list-style-type: none"> - Code of Conduct: This document outlines the behavioural expectations for all members, ensuring a safe, inclusive, and respectful environment. It covers areas such as fair use of facilities, safeguarding policies, and conflict resolution - Constitution: The constitution defines the governance and operational framework for the MUGA, emphasising its integration with DACIC, the objectives of the facility, and the roles of the Steering Committee 	
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	<ul style="list-style-type: none"> - Membership Package: This document details the benefits of membership, the associated fees, and the various membership categories available. It serves as the key reference point for potential and existing members <p>Membership Packages and Costs</p> <p>The proposed membership options are as follows:</p> <ul style="list-style-type: none"> - Adult Individual Membership (£90/year): Full membership for individuals aged 18 and above, including all benefits. - Family Membership (£140/year): For two adults and any children under 18 in the same household, offering premium benefits for the whole family. - Young Person Membership (£30/year): For individuals under 18, including all benefits. - Student Membership (£40/year): For individuals over 18 in full-time education, with access to all benefits. - Senior Membership (£60/year): For individuals aged 65 and above, including all benefits. - Honorary Membership (No fee): Awarded by DACIC in recognition of outstanding contributions, with all benefits included at no cost. <p>Membership benefits include:</p> <ul style="list-style-type: none"> - 50% Discount on Court Bookings for all sports. - Free Access to social sessions and Dornoch Pickleball Club events. - Discounts on Coaching and Equipment (25% on coaching and 10% on equipment/services). <p>Board approves</p> <ul style="list-style-type: none"> - Establish The Dornoch Pickleball Club <p>Seeking board approval to formally establish the Dornoch Pickleball Club under the governance of The Dornoch Area Community Interest Company (DACIC). The club will operate in alignment with DACIC's objectives, promoting community engagement, inclusivity, and active participation in sports.</p> <p>Summary of the Constitution</p> <p>The constitution provides a clear framework for the governance and operation of the Dornoch Pickleball Club. Key points include:</p> <ul style="list-style-type: none"> - Aims and Objectives: To promote and foster pickleball within the Dornoch community, provide facilities for players of all levels, offer coaching and competition opportunities, and ensure inclusivity for all members. - Membership Structure: Following the MUGA Membership with categories including Adult, Family, Young Person, Student, Senior, and Honorary memberships. Membership fees will be determined annually by the committee. - Governance and Roles: The club will be managed by a committee with roles such as Chairperson, Secretary, Treasurer, Club Captain, Events Coordinator, Equality and Diversity Coordinator, and Safeguarding Officer. The Chairperson, Secretary, and Treasurer roles will be held by DACIC Board members, ensuring oversight and alignment with DACIC's objectives. 	
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	<ul style="list-style-type: none"> - Operational Policies: The club will adhere to Pickleball Scotland's values and maintain a duty of care for all members, ensuring inclusivity and fair treatment. - Financial Management: Accurate financial records will be maintained, with annual statements presented at the AGM. Remaining assets, in the event of dissolution, will revert to DACIC. <p>Benefits for DACIC and the Development of Pickleball</p> <p>Establishing the Dornoch Pickleball Club under DACIC offers several advantages:</p> <ul style="list-style-type: none"> - Enhanced Community Engagement: By formalising the club, DACIC strengthens its role in fostering an inclusive, active community in Dornoch and the wider Highlands. - Increased Visibility: As a recognised club affiliated with Pickleball Scotland, Dornoch will gain greater visibility in national and regional sports networks. - Improved Governance: The structured roles and policies ensure robust oversight and alignment with DACIC's objectives. - Support for Facility Development: A formal club strengthens the case for funding and investment in sports facilities, including the planned indoor sports facility. - Development of Pickleball in the Highlands: The club's affiliation with Pickleball Scotland and participation in competitions like the national leagues will position Dornoch as a hub for pickleball in the region. <p>Dornoch Coach and Car Park</p> <ul style="list-style-type: none"> • Parking charges will once again be enforced from 1st April until 30th November <p>Financial Update</p> <ul style="list-style-type: none"> • See DACIC Data Pack 	
4.	<p>Safeguarding</p> <ul style="list-style-type: none"> - No new or ongoing safeguarding concerns or risks since our last board meeting 	NA
5.	<p>Community Update</p> <ul style="list-style-type: none"> • Community Council – JM updated board • DADCA - JM updated board. JM to hold meeting with DADCA board members to discuss the viability of the new Community Centre • The BID – In the process of launching the first Spring Festival 14th to 27th April. • Embo Trust – JM updated board on the electricity contact changes and the money this will save 	NA
8.	<p>Upcoming Events</p> <ul style="list-style-type: none"> • Refer to new calendar 	NA
9.	<p>AOB</p> <ul style="list-style-type: none"> • None 	ALL
10.	Next Board Meeting 17 th April 2025 7pm at The Hub	NA