

Ullapool Museum Trust

Minutes of the 258th meeting of Ullapool Museum Trust held on
Tuesday 28th September (on Zoom)

1. **Present:** Ellie Ing, Siobhan Beatson, Alastair Cunningham, Jenny Cunningham, George Hobbs (on Zoom), Mhairi Muncaster, Penny Stewart, Helen Avenell
2. Apologies: Lesley Spenceley, Jemma Middleton, Ian Cockburn
3. Manager's report:
 1. Inverlael: next dig to start on Tuesday 5th October with volunteers from the local area and wider archaeological community. This will be the last site visit until March. Stage 2 of funding from HES is due next month - Helen to contact to check.
 2. Online shop: All stock is uploaded except for digital copies of CDs and inhouse publications. Siobhan suggested members could be offered 10% discount.
 3. Highland Archaeology Festival events: talk at Clachan and guided walk at old mill in Ullapool.
 4. Other matters - see attached report
4. Matters arising from last meeting:
 1. Kate Rettie and other volunteers would like to be involved in fundraising again (following the end of Soup and Sandwich events last year). Ellie and Siobhan to meet with them in November.
 2. Crowdfunding: working group to be set up by Siobhan and Mhairi
 3. Sign boards: ready to go ahead. Helen to circulate design for comment.
5. Accounts and Chair Report April 2020 to April 2021 for AGM. All agreed to accept the accounts for 2020 -2021 including the Chair Report (subject to George Hobbs' name being corrected to G.W.M. Hobbs).
6. Finances: the new bank account is now fully set up. Small transfers will be made at first to check. The changeover can be done gradually to avoid errors.

7. Preparation for the AGM: Invitation to be sent to members via email where possible. To include Zoom link and link to PDF with signed-off accounts. Siobhan/ Ellie to place notice in Ullapool News and on social media.
8. Policies: trustees to read and comment by October 15th.
9. Museum reception: museum to close for the season on Saturday 30th October.
10. AOB:
 1. Possible strategy-planning away day in future. Helen to find out more from other organisations.
 2. Jenny and Alastair (Cunningham) confirmed they will not be standing for re-election to the board at the AGM.
 3. More board members need to be recruited, Ellie to place an advert in Ullapool News. Development and recruitment of board members to be a standing item on the agenda for future meetings.
 4. Newsletter will be sent to members following the AGM.
 5. First aid training for volunteers and staff needs to be renewed before next season.

Next board meeting: Tuesday 2nd November 10.00 am (Zoom)