BID4Oban Board Meeting Minutes of meeting held at Oban Community Fire Station on 22nd August 2017 at 6.15pm

Present		Graeme Bass - Chair (GB), Gregor MacKinnon(GM), Nicky Archibald (NA), Roddy MacCuish (RM) Fergus Murray (FM) arrived 6.30pm		
In Attendance Apologies		Andrew Spence (AS), Yvonne MacLean (YM) Tony Cave (TC), Alex Needham(AN), Ian Clunie (IC), Chris Jay (CJ)		
Item	Coi	ntent	Action	
	Dec	larations of Interest		
	1. Item 80817 - due to GB (Chair) being named in the Colleague Grievance he will not be taking part in the Directors Discussions.			
	Tho any	em 80817 - due to GB (Chair) position in Clark mson another staff member will be dealing with insurance matters pertaining to the Colleague evance		
		ir and Board welcome the appointment of rew Spence to the position of CEO.		
10817	Minutes of 20 th June Meeting for approval:			
	Pro	posed: Gregor MacKinnon		
	Sec	onded: Nicky Archibald		
20817	regardest the made Argy stroithe Infra with Bus and Data perior Plar until Edir will I	ters Arising en Machine – Despite numerous requests arding the Green Machine, which was troyed in the Council Depot Fire and reported in November 2016 Minutes, no replacement whine or financial settlement has been made by all & Bute Council. The Board approved a nigly worded letter to be sent to Pippa Milne, Executive Director of Development and astructure, if no adequate response to follow up letter to Chief Executive, Cleland Sneddon siness Plan – GB gave a vote of thanks to AS YM for creating the Business Plan and abase up to Ballot Standard in a very short od of time. YM continued to edit the Business n, following input from BIDs Scotland and ABC, I the arranged delivery of the Business Plan to aburgh. The Business Plan and Ballot Papers be sent out to all Eligible Businesses on 24th just 2017.	ACTION: AS to compose and send letter on behalf of the Board of Directors to Pippa Milne with follow up to Cleland Sneddon if necessary	

30817	Finance Report Papers noted – need for more funds to be spent. AS meeting with OLTA this week and will discuss financial arrangements with the emphasis on BID promotion. No formal agreement with OLTA as yet.	
40817	CEO Role and Expectations Paper handed out to Board Members. 6 week action plan on run up to Ballot will be distributed to Board Members Anecdotal reports from ObanLive and short video feeds from Levy payers of BID achievements to be sourced More engagement with Cruise Ships, HIE and ABC GB acknowledged expectations and stated that the BID was staffed and managed by skilled, motivated individuals and supported by the Board of Directors.	
50817	Motorfest Update Meeting arranged with Kevin Devine tomorrow. Motorfest scheduled to take place on Sunday 17 th September	
60817	BID Ballot Process, Business Plan & Critical Path Business Plan distributed to Board Members, aware that the document that can be changed during the 5 year term if so required. ABC will be using emergency plans to vote in favour of the 2 nd term of BID which is due to be endorsed at the next council meeting. RM and FM can support the BID Ballot process but not as actively as other Board Members.	
70817	AOB Bank Signatory - Board approve the addition of AS to be a bank signatory. ABC Parking Consultation in Oban — BID4Oban has been approached by several Levy payers and Kilninver & Kilmelford Community Council regarding the new parking arrangements. Social media and Mailchimp information has been distributed to Levy payers. Parking is included in both the first and new Business Plans. Board advice is to continue distributing information, once consultation is complete to then distribute information. Barclay Review of Non-domestic rates - has been published, shared with Levy payers. Some recommendations, if implemented, will have an effect on the levy collections	ACTION: AS to be added as a bank signatory ACTION: YM to continue to distribute information to levy

	Town Ambassadors / Pontoons - AS to speak to Kirsteen MacDonald, Capital Regeneration Project Manager, regarding the Town Ambassadors role.	ACTION: AS to contact Kirsteen MacDonald
	Christmas Lights – AS meeting with Mark Calder	
	Berthing Facilities/ Pontoons – Official opening on 31 st August, GB has received invitation.	
	Pulpit Hill Viewpoint – Trees shielding the view. Board approve letter to ABC highlighting the problem.	ACTION: AS to send letter to ABC
	Theft of Whats On Notice Board – the insert (map side) of Whats On Notice Board was vandalised and the board forcibly removed over the weekend 19 th /20 th August. Reported to Police on Monday 21 st , YM discovered board further along at the Tesco Recycling area the next day. Fingerprints unable to be taken due to the heavy rain and the board being in a public area.	
	White Lines on several roads faded— RMc to provide program of painting for information.	
80817	Directors Discussions – Colleague Grievance GB and YM left the meeting at 7.26pm, AS remained with Directors to hand out Grievance paperwork then left at 7.36pm	
	Board Meeting Ended 7.26 pm Date of next Meeting 19 th September 2017 at 6.15pm VENUE – Oban Community Fire Station	