

ELCV Trustees Meeting

23 May 2022

By Zoom

Present: Dick Gill (Chairman), Anne Pearson (Secretary), Terry Page, Peter Wells, Dave Quarendon, Mike Sharp, Jenny Hargreaves

Apologies: Katty Baird, Abbie Marland,

1. Welcome

Dick Gill opened the meeting stating that with 7 members the meeting was quorate.

2. Minutes of the previous meeting held on 20 April 2022

The minutes were approved as written

3. Matters arising from the minutes of the previous meeting

3.1. Jenny H checked with Dave Wild to see if he had contacted the Rangers regarding recruitment of Trustees, but no takers so far.

3.2. The email to all volunteers encouraging ELCV membership will go out with the Invitation to the AGM **Action: Jenny H, Dick G**

3.3. Terry P and Jenny H are going through the list of paths without path wardens. At first glance there only appear to be 4 paths with no wardens, but there are about 80 paths with low path warden activity so the named Path wardens on these paths will be contacted to refine the list before path warden recruitment posters are distributed. **Action Terry P and Jenny H.**

3.4. Online banking is being set up. There has been some spending on the Aberlady Hub and the money for tools for Dave Wild from West Links Golf Club will now be spent.

3.5. Progress on projects

3.5.1. Paint is available to paint the N Berwick Glen Boards Anne P will contact Meryl Norris shortly. **Action Anne P**

3.5.2. North Berwick Law Boardwalk. This is no longer a feasible project due to costs as initially proposed. A revised plan based on post and rails to define the path and hardcore to raise the level is under consideration. Meryl Norris is progressing estimation of materials and costs with potential for volunteer involvement. **Action Peter W**

3.5.3. Pencraig viewpoint Jenny H has found the original artwork and is waiting for quotes back ELC for design and replacement of the boards. **Action Jenny H and Dave Q.**

3.5.4. The Linkfield 'drypath'. Colin B and Jenny H had a site visit and Colin B agreed to help take the project forward, with the assistance of Dunbar Conservation Volunteers **Action Colin B.**

3.5.5. Levenhall Links – Plans for the floating Island are being identified and it seems a large project, which could be built off site and brought in. Jenny H is liaising with Nick Aitkin on the design and the role volunteers could have in the project. **Action. Jenny H**

3.5.6. Seafield Pond suffers from poor water quality and rafts of reeds/straw help clean up the pond. It was decided that ways of enhancing the water quality would need to be researched to see what might be possible.

3.5.7. The Trustees decided to go ahead with the typha project at Aberlady and North Berwick as a trial this year. Meryl Norris, John Harrison and Anne P have been in contact with the Company to discuss harvesting, storage and transport. Meryl Norris and John Harrison will suggest potential dates for harvesting. The Company prefer the end of September to be the best time for harvesting and can arrange storage and transport from site. Anne P to see if a contract is required with ELCV and the Company. **Action Anne P**

It was decided to mention the two projects above (3.5.6. and 3.5.7.) at the AGM as potential ones for volunteers to be involved in (future plans) particularly 3.5.6. to investigate the best ways of enhancing the water quality and costs of doing so.

4. AGM Invitation

The Invitation to the ELCV AGM was discussed and the following decisions and actions will be taken:

4.1. It was decided not to go ahead with questions about ELCV in the AGM Invitation as it was felt the material in the Invitation should be as short as possible.

4.2. Craig Hoy. It was decided to postpone a visit by Craig Hoy until after the AGM.

4.3. Jenny H said that the new volunteer forms issued since she took over are worded such that volunteers automatically become members of ELCVC. Jenny H offered to provide an introductory paragraph for the Invitation introducing ELCV, with attachments if necessary.

Action Jenny H

4.4. Attendees at the AGM will be asked to sign in with name and email. Peter W reminded the Trustees that only ELCV members can vote at an AGM so this should be mentioned at the AGM (we did so at the last AGM at the start of the actual meeting). **Action Anne P**

4.5 The list of Trustees has been updated by Dave Q to reflect the resignations. There are now 9 active Trustees.

4.6. The Invitation will be sent to all approx. 370 volunteers. RSVP replied to the Invitation will be sent to the ELCV corporate email and Dave Q will monitor replies. **Action Dave Q, Jenny H.**

4.7. A short paragraph will be prepared for the next edition of 'Mud in Your Eye' advertising the AGM and ELCV. **Action Jenny H, Dave Q and Dick G.**

5. AGM Agenda

5.1. Trustees have offered to help arrange the Hall on the day of the AGM at about 10-10.30. **Action Anne P, Dick G, Peter W, Mike S, Terry P.**

5.2. Dick G will check whether the Minutes of the Last AGM (2021) have to be circulated. **Action Dick G.**

Addendum: 29 May 22 - follow up by Dick G :

"I can confirm there is no obligation in our constitution for any AGM minutes to be circulated. The only requirements are as follows:

Minutes

54. The board must ensure that proper minutes are kept in relation to all members' meetings.

55. Minutes of members' meetings must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.

56. The board shall make available copies of the minutes referred to in clause 54 to any member of the public requesting them; but on the basis that the board may exclude confidential material to the extent permitted under clause 106."

5.3. It was decided to split the Treasurers report and review of the Year in the programme. It was thought important to highlight not just the larger projects but also the volunteer activities done by the individual groups over the year and look to future plans. Dick G will circulate bullet points to Trustees and ask them to add in others. Jenny H will put together a short presentation review in the form of photographs either on paper or on a slide projector and screen. **Action Dick G, Jenny H.**

5.4. Election of Trustees. The current Trustees, with the exception of Terry P, have been 'in office' for 5 years and within the constitution will have to step down next year. It was felt important that new Trustees be recruited by explaining what is involved, time commitments (not huge) and roles of Trustees. Encouraging people to ask what is involved.

5.5. Officer bearers. Dick G has agreed to stay on as Chairman and Treasurer for another year and Anne P has agreed to stay on as Secretary.

6. AOB

The Trustees approved the application for Digital Banking and agreed Dick Gill and Kate Odling would be signatories until the banking is set up when Dick Gill and Anne Pearson would be named as administrators of the account and could choose to add or delete or change administrators as necessary, Terry P suggested three named signatories are useful to cover holidays and it was useful to think about a Debit Card on the account. After the AGM Dick G agreed to look into this. **Action Dick G.**