

# Strathpeffer Community Association Board Zoom Meeting

Date : 20.05.2020

Present : Peter, Sheila, Miranda, Trish and Kate

Apologies : Karen

## Issues discussed :

- **Limited Company-** Peter has checked the constitution and spoken to Georgie. The constitution would need to be amended. This would need to happen in consultation with the members at either an AGM or SGM. It would need two thirds of the membership to agree changes to the Limited Company and 14 days notice of a meeting. Peter and Trish have a list of all the current members. The Limited Company would be the 'umbrella' organisation with the running of all the constitute groups as separate entities.

**Action : Trish to send out digital copy of the constitution to all board members.**

**Peter and Miranda to attend next Heritage Lottery Fund Meeting, feedback above agreement from the board and proposed next steps.**

- **Risk Assessments/ Planning Ahead** – Trish shared the work she has done on risk assessments for COVID19. Agreed that shields ( Option 1) for reception area could be purchased as would need to be in place prior to opening. The school may require additional space to manage social distancing for the children returning to school. Toilets would need to be disinfected after each usage and to limit one person at a time.

**Action : Peter to contact Hayley from the council re update on the usage of the rooms.**

**Miranda to check possible COVID19 policy with other charitable organisation.**

- **Next meeting – Wednesday, 3<sup>rd</sup> June at 4pm. Miranda to send Zoom meeting invite to all.**