

**Minutes of Moray Beekeepers' Association (MBA) Committee Meeting held at Baxters, Fochabers, on
Monday 22nd October 2012, commenced 6.30pm**

1. Committee Members Present. A. Tassell (in Chair), D. Clark, R. Clark, T. Harris, D. Vincent, A. Black, A. Watson
Apologies: P. Webster & H. Webster. Since the last meeting G. Thompson had resigned.

2. Approval of Minutes of Last Meeting. The minutes of meeting held on 08.10.12 were accepted as a true record.
Proposed R.C. seconded D.V. CARRIED

3. Matters arising

T.H. had advertised the Fondabee, Basic Beemaster Course, and the 6 week Beekeeping course / Lecture series in the October News Bulletin

D.C. would report back on the possibility of opening a new account to include a credit card. ACTION - D. CLARK
D.C. also stated that the Scottish Natural Heritage funding (£5,036) was now in our account

Training Apiary - T.H. will be meeting with Moray Council Community Assets Transfer team on 1st November to discuss the site at Calcotts Road.

Committee Re-structure – T.H. had advertised for a new Chairman and Secretary in the October News Bulletin.

Thank you letters re the Donate a Bag of Sugar project would be sent out soon. ACTION - T. HARRIS

MBA Show Exhibit Shelving Unit location - A.W. agreed to contact Viv Hill. ACTION - A. WATSON

MBA Heather Press location - T.H. agreed to contact R. McKenzie. ACTION - T. HARRIS

4. Bee Aware in Moray Project (BEAM)

It was agreed to accept P. Webster's offer to take over responsibility for the MBA Website. T.H. agreed to inform G.T. and facilitate handover to P.W. ACTION - T.HARRIS / P.WEBSTER

It was Proposed T.H. Seconded A.W. that the planned Moray Bee Improvement Group be cancelled. CARRIED

T.H. agreed to make enquiries with the Scottish Beekeepers Association (SBA) Insurance Convener in particular with regards to injury cover for volunteers. ACTION - T. HARRIS

A.B. agreed to make enquires with the Lossie Heritage Association as to the type of insurance they have for public events. ACTION - A. BLACK

D.C. gave a summary of the situation with the advertising and recruitment of the Project Manager.

T.H. then left the meeting.

After discussion the following was agreed:

The Contract template supplied by Business Gateway was discussed and the details agreed by those present.

DC agreed to complete the job description, contract and job advert and to distribute it to the Committee for final approval. ACTION - D. CLARK

The job description and advert will be sent to all SBA Local Association Secretaries for distribution to their members. An advert will also be placed in the Northern Scot and the Press & Journal. The closing date will be 16 November. An e mail account will be opened for the recruitment process ACTION - D. CLARK

The Interview panel was agreed as A. Tassell, D. Clark and J. Comins partner as the independent member.

The Chairman thanked DC for her commitment and contribution to the recruitment process.

5. Any Other Business

Gordonstoun (Aberlour House) Junior Highland Games 2013 - J. Comins had nominated MBA as a named charity for this event and the Committee was delighted to receive notification that her nomination had been successful. After expressing thanks to Ms Comins the Committee agreed that MBA will participate fully in the event.

As part of the BEAM project MBA will purchase a laptop, projector and display board asap. ACTION - D. CLARK

It was decided to get the electrics on the portacabin at Birnie checked by an electrician in time for the new season

The next meeting, to discuss applicants and arrange interviews for the project manager's post will be held on Tuesday 20th November.

There being no other business the Chairman thanked those in attendance and closed the meeting at 20.30 hrs.