

**Minutes of Moray Beekeepers' Association (MBA) Committee Meeting held at Baxters, Fochabers, on
Tuesday 18th December 2012, commenced 6.30pm**

1. Committee Members Present: A. Tassell (in Chair), A. Black, D. Clark, R. Clark, T. Harris, B. Malcolm, J. Malcolm D. Vincent, H. Webster & P. Webster. Apologies: A. Watson

2. Approval of Minutes of Last Meeting. The minutes of meeting held on 20.11.12 were accepted as a true record.
Proposed R.C. seconded B.M. CARRIED

3. Matters arising

MBA Show Exhibit Shelving Unit location - A.W. still trying to locate it. ACTION - A. WATSON

The second MBA Heather Press is now at Birnie

4. Correspondence

T.H. read a letter from the Co Op Community fund awarding MBA £1,563 towards the BEAM project

5. Bee Aware in Moray Project (BEAM)

The Chairman informed the meeting that interviews for the BEAM Project Manager's post had been held and there had been one outstanding applicant. The Interview Panel had offered the post to Tony Harris and he had accepted – start date 3rd January 2013. The Chairman wished to thank everyone involved in the process.

All Committee members were in possession of a summary of the BEAM project including detailed costings and timetable (updated 14.12.12).

T.H. stated that a key part of the project is to get more volunteers trained in beekeeping and teaching skills. There was approximately £3,000 in the training budget for courses in 2013. Members of the Training Team will be offered places on the courses and anyone else willing to teach what they learn to MBA members will also be considered.

T.H. had written to every school in Moray and up to now 15 were keen to send children to our apiary.

Cullen Allotment Association has been confirmed as one of the Community Apiaries and it was hoped that another at the Cabrach will meet the criteria. 14 individuals have expressed an interest in the subsidised course and bees offer for £100. With only 12 places available for this subsidy, a selection criteria or raffle will have to be held.

The draft agreement between the Community Apiaries and MBA and the individuals and MBA was agreed by the Committee.

A discussion took place on the subject of re-numeration of trustees, in particular whether the BEAM Project Manager could be a Trustee. The advice from OSCR was unclear so to be on the safe side it was agreed that the Project Manager would be co-opted onto the Committee without power to vote and thus not a Trustee.

Travelling expense claims were discussed and it was agreed that the decision taken on 8.6.11, that travelling expenses be paid to anyone giving talks, lectures, running courses or attending other fund raising or promotional events for MBA shall remain in force and include the Project Manager and that the rate remain at 40p/mile (agreed on 1.5.12)

The Opening date for Birnie Apiary was agreed as Friday 26th April, 1.30pm and MSP Richard Lockhead has been invited to open it. We will invite some school children, press, Leader and other dignitaries. ACTION - T. HARRIS

D. Stuart (builder) had started work on alterations to the portacabin to allow wheelchair access.

T.H. agreed to explore the possibility of MBA opening an account with Travis Perkins for material for work at Birnie
ACTION – T. HARRIS

D.C. agreed to withdraw £500 to keep as petty cash for the duration of the project. ACTION – D. CLARK

From the budget of £360 for honey, £270 had been paid to T. Balch for 3 x 30lb buckets and £20 to T. Harris for jars of heather honey.

It was agreed to purchase frames/foundation for the project at the Thornes sale on 7th January as this would give a considerable saving and may allow us to use the savings for other equipment.

6. Treasurer's Report

DC outlined current spends for the BEAM project. Advertisement for the recruitment of P.M. had cost £1,043 and it was agreed to try and claim this from Leader due to there being a considerable saving in staff costs. The bank balance was £16,323.25

T.H. pointed out a previous Committee decision that the Treasurer would present the accounts in written form to the Committee every 2 months and DC concurred. ACTION – D. CLARK.

Moray College has been identified as a possible location for the Scottish Government Bee Health Day on 1st June 2013. 2 classrooms were required and DC agreed to clarify the charge and report back. ACTION – D. CLARK

7. Birnie Apiary

It was agreed that a team of Duty Beekeepers (must have passed the SBA Basic Beemaster Assessment) be formed and meet before the start of the season. ACTION- T. HARRIS

It was agreed that the ideal set up at the apiary would be for a shed to be in place at the front of the portacabin and that visitors would have to enter the apiary through the shed – this would prevent people loitering by the kitchen door.

8. A.G.M. Issues

Draft documents on the re-structure of the Committee had been circulated and were discussed. It was agreed that the Committee would nominate:

Bob Malcolm as Chairman, Yvonne Stuart as Secretary.

Joy Malcolm, Ian McAndie and Davey Stuart as Committee members.

H & P Webster informed the meeting that they were having travel problems so finding it hard to get to Committee meetings and if anyone else could be found they would like to stand down from the Committee. P.W. agreed to continue as Webmaster.

It was proposed A.B. Seconded B.M. that a position of 'Membership Co-ordinator be created to take responsibility for collecting membership fees, compiling and updating members list, and sending out Welcome packs to new members, and that Joy Malcolm fill the position. CARRIED

The draft Equal Opportunity Policy was amended and approved for submission to members at the AGM

9. MBA Programme 2013

The schedule for Apiary Inspection sessions was agreed. Monthly meetings were agreed as:

Sunday 3 rd March	Working Party at Birnie Apiary, 11 am start
Sunday 24 th March	Working Party at Birnie Apiary, 11 am start
Sunday 28 th April	First Inspections, Queen marking/clipping at Birnie Apiary, 1pm start
Saturday 25 th May	Spring Inspections at Pluscarden Abbey, 1pm start (to be confirmed)
Sunday 30 th June	Swarm Control at Birnie Apiary, 1pm start
Sunday 28 th July	Summer Inspections at Birnie Apiary, 1pm start
Sunday 25 th August	Heather Trip and meal at Delnashaugh Hotel, Ballindalloch (to be confirmed)
Sunday 22 nd September	Honey Extracting Demonstration at Birnie Apiary, 1pm start

10. Bee Health Day 1st June had already been discussed

11. Beekeeping Courses 2013

The circulated calendar of courses for 2013 was agreed.

The MBA Lecture Series will commence on 5th February for 6 weeks and has been publicised.

A Food hygiene Course, run by Les Webster is planned to take place at Birnie in March/April. It will cost £12 per person and £100 for Les' fee. It is a 6 ½ hr course and Les has suggested it be run on a Saturday and Sunday. It was agreed that members of the hospitality team and other volunteers attend the course and it be paid for by MBA. Other members will be charged £20 and a maximum of 12 persons be allowed.

If enough interest (minimum of 4 persons) T.H. agreed to advertise and run a course for Improvers over the summer with a view to students taking an SBA Module exam on Sat 9th November. ACTION – T. HARRIS

A SBA Microscopy course is planned for 6th and 7th April in Edinburgh. It was agreed that there is a need for a trained MBA Microscopist willing to do analysis and train others. To increase interest in the course it was agreed to invite SBA Education Convener, Alan Riach, to give a talk entitled, 'An evening Under the Microscope' on 28th February. It was agreed to pay his travelling expenses from Edinburgh at £100.

12. Any Other Business

AT had collected another load of sugar from Keith Tesco

It was decided to enquire with Moray College to see if any students would like to help with a branding/label and logo design project for MBA. ACTION – D. CLARK

It was agreed to purchase 3 thermos flasks for use by Hospitality Team. ACTION – B. MALCOLM

T.H. stated that a supply of 8oz jars was required for MBA honey.

H.W. agreed to research Trustee Indemnity Insurance. ACTION – H. WEBSTER

It was decided that there was no need for a Committee meeting before the AGM on 29th January.

There being no other business the Chairman thanked those in attendance and closed the meeting at 21.00 hrs.