

**Minutes of Moray Beekeepers' Association (MBA) Committee Meeting held at Baxters, Fochabers, on Tuesday 20<sup>th</sup> November 2012, commenced 6.30pm**

1. Committee Members Present: A Tassell (in Chair), D Clark, R Clark, A Black, B Malcolm,

J Malcolm, D Vincent, A Watson Apologies: T Harris, P Webster & H Webster.

The Chairman welcomed two new Committee members, Bob & Joy Malcolm.

2. Approval of Minutes of Last Meeting: the minutes of meeting held on 22.10.12 were accepted as a true record. Proposed AW seconded RC. CARRIED

3. Matters Arising :

DC had investigated obtaining a credit card to pay for purchases and advised the committee that there would be no credit card, however, office bearers purchasing items by credit card could claim the cost using a form similar to that used to reimburse travel expenses, thus providing an audit trail.

AW had contacted ex MBA member Viv Hill in an attempt to locate and retrieve the MBA Show Exhibit shelving unit, but had had no response.

TH to contact ex MBA member Rob Mackenzie in an attempt to locate and retrieve the MBA Heather Press .

AB had contacted the treasurer of Lossiemouth Heritage Association for a copy to the LHA liability insurance policy.

The Chair thanked DC for the work she had done for the Project Manager Recruitment.

4. Bee Aware in Moray – Recruitment & Selection of Project Manager

DC stated that the advertising costs were £1043.00 the adverts ran in the Northern Scot, Forres Gazette and the Press and Journal. As the costs were not included in the original application process, we could look at the application and set aside as wages from the staff budget. Payments for equipment require a paper trail. There is an electronic form for claiming from LEADER. If we are short in one section, we should look at other funding and request permission from LEADER.

DC advised the committee that regarding Disclosure Scotland-Child Protection- should we go down that route all committee members would need to be checked at a cost of £70 each.

David Watson (LEADER) stated that Tony Harris was really on the ball and could not praise him enough for the MBA Application which was being used as a model for other groups.

The MBA Committee wanted to record their thanks to Tony Harris.

AB circulated the applications for the Project Manager Post to the committee for their perusal.

There were five applications and one enquiry for the job description, AB had emailed the job description to the interested party . Three of the five applicants had Bee keeping experience.

The committee agreed to invite the three applicants with Bee keeping experience to interview.

The interviews were to be held at Elgin Library on Tuesday 4<sup>th</sup> or 11<sup>th</sup> December 2012 from 6 – 8pm.

Donna Clark, Andrew Tassell and Brian Cameron (Julie Comins' partner) would conduct the interviews.

A committee meeting would be held on 18 December 2012 at 6.30 pm.

5. Any Other Business:

The Bee Roup 2013, should the MBA take part in this AW to liaise on our behalf, this would be a sales opportunity for the MBA Apiary to sell any surplus items.

The SASA Bee diseases course 1<sup>st</sup> June 2013 to be held in Elgin. AT recommended this course as he had attended the previous course.

Joy Malcolm agreed to help AB with the hospitality.

The next MBA members' meeting was on Monday 26<sup>th</sup> November 2012 at Elgin Library.

AB to compile a recruitment file.

The Chair thanked Donna and Anne.

6. Date of Next Meeting:

The next meeting to be held on Tuesday 18<sup>th</sup> December 2012 at Baxters' Fochabers at 6.30pm

