

Minutes of Bute BID Board Meeting

Date: 10th April 2024

Location: Bute Fabrics 5.30pm

Attendees: John Glen (JG)
 Sophie Reid (SR)
 Erin Murphy (EM)
 Duncan Martin (DM)
 Willie Glen (WG)
 Fergus Murray (FM) – Teams
 Dorothy McDonald (DCM)
 David Adams-McGilp
 Tim Saul (TS)

Points Discussed	Action	Timescale
<p>1. Apologies for Absence: Sara Goss and Alayne Byers</p>		
<p>2. Declarations of Interest. None.</p>		
<p>3. Minutes of the Meeting held on 13th March were approved. There were no matters arising.</p>		
<p>4. Governance Issues JG welcomed TS to the meeting following issues briefly raised at the recent AGM. Tim’s main concerns were the process of the change from the original Articles of Association, the membership application process and the fact that voluntary members do not have voting rights. There was discussion of the reasoning behind the decisions that had been taken. The board had adopted a pragmatic approach to correct previous errors with the Articles of Association, and to avoid lengthy delays in correcting these. Whilst no reason need be given for rejecting an application for membership, in practice the only reason would be non-payment of levy. The decision not to give Voluntary Members voting rights was based on external advice, particularly from other BID managers. JG thanked TS for his input and the board will give consideration to his suggestions.</p> <p>TS left the meeting at this point.</p>	Board	
<p>5. Board Membership Jennifer Dougal has resigned from the board, and all agreed that this is a great loss as she had contributed a huge amount in practical terms to the work of the BID. It was unanimously agreed to invite Ian McCulloch to join the board. Board members are to consider whether more Directors are needed.</p>	Board	
<p>6. Closure of Discovery Centre DAM reported that activities would continue in the DC as normal during 2024 but the building would cease to be run by Visit Scotland by the end of 2026. DAM had met with local MSP Jenni Minto who aims to hold a meeting of stakeholders prior to the summer recess to discuss the future of the building. JG confirmed that the BID would like to be involved in this consultation. DAM said it was likely that the building would be sold or leased to a local SCIO or community business and his priority was to ensure a long-term solution for the protection of the visitor economy. FM said the council had written to VS expressing concern at the lack of consultation on the closures of the i-centres. DAM will send BID an invitation once a date for the meeting has been agreed.</p>	DAM	

7. Update on Albert Pier

WG reported complaints about lack of space for coach parking. FM suggested contacting Roads and Infrastructure- DCM has a meeting with Tom Murphy next week and will raise this issue with him. DM suggested the possibility of coach parking on the promenade.

DCM

17th April

8. Manager’s Report (attached).

The written report had been sent prior to the meeting. The only matter requiring discussion was cruise ships. Given the potential for the local economy it was agreed that DCM should investigate the possibility of creating a pool of local tour guides, and to inform local businesses of the dates of forthcoming cruises.

DCM

DCM left the meeting at this point.

9. Review of Manager and Co-ordinator Job Roles

The board approved the revised Job Descriptions for DCM and AB. It was agreed :

- a. to increase DCMs hours to average 18 per week, to be worked flexibly. Any additional hours will require further board approval.
- b. that DCM would work in collaboration with an external consultant on monitoring and evaluation tasks.
- c. that DCM will have an oversight role in regard to the Marketing & Promotion strategy, whilst AB will deal with the majority of the day-to-day tasks, with both DCM and AB liaising with board members as required.

The meeting closed.