

	MCTC Board Meeting – Approved minutes	
	Date:	Monday 14 th July 2025
	Time:	7.30PM
	Location:	The Hub
	Public/Board Only	Board Only
Directors Attending:	Annie Tordoff (AT) Dave Mealand (DM) Suzanne Pender (SP)	
Staff attending:	Suzanne Pender (SP)	
Apologies:	Jenny Rennie (JR), Lesley Jones (LJ), Bob Jones (BJ)	
Chaired by:	Dave Mealand	
Minutes by:	Aukje Delnooz	
Meeting is quorate:	Minimum 3 directors	
Declaration of Interests	None	

Agenda Points	Summary/Discussion/Feedback	Actions/Decisions	Person resp.	Date due
1 Welcome & declarations of interest	DM is sauna supplier (having been awarded the tender) as well as MCTC Chair. (This declaration to be added in future meetings as long as sauna is relevant) AD does Front of House shifts in the Café.			
2. Minutes of last meeting	Minutes were approved by email. Matters arising: SP got new signs instead of feather flag banners. SP has spoken to Paul Russell from Galeforce, who will send written report. There is remedial work to be done, but nothing urgent. SP and staff are keeping track of fuel levels, to avoid running out.	Action: DM to contact Paul from Galeforce	DM	13/8/25

	<p>Old fuel pump and coffee machine now both sold.</p> <p>April minutes not published on website yet. This needs new page to be added to website.</p>	<p>Action: SP to chase space on website for minutes</p>	SP	asap
3. Operations	<ul style="list-style-type: none"> • Harbour Forum was attended by representatives of LAMA and Watersports Club as well as DM and SP. Members of LAMA are still wanting a pontoon for their dinghies, which can be discussed off-season. News from CAOLAS: they have been awarded the funding for their tank. • Water Sports Club Lease/boundary: club wants to change their boundaries, from new bin store 3.5 metres towards skiff shed. They would develop that area and tidy it up, adding a boat house for the skiff, funding allowing. • Harbour update: harbour is currently busy. Positive feedback, staff working really hard. Well done to all that helped with the blocked pipes. Performance data are pretty good. Swing mooring and bikes are well used. Insurance still to be sorted out for the bikes. Bike maintenance proposal: Karl Bungey to come every 2 months to service/maintain. SP to create costing for this and send to directors. LEG recommended looking at plan for replacing them, find funding. Maintenance only this summer and look at future of bikes in Autumn/Winter. Sauna: word is getting round, people are coming especially for it. Feedback on muster: people had a phenomenal time, 150 people attended. Two more musters this summer. Using our alcohol licence for future musters. 	<p>Decision: all present agree that Watersports Club can extend their boundaries.</p> <p>Action: SP/LD to update the existing lease and add the exact new measurements.</p> <p>Action: SP to arrange insurance for bikes.</p> <p>Action: SP to send costings for bike maintenance to directors</p> <p>Action: SP to prepare winter business plan for sauna to discuss next month</p> <p>Action: SP to get bottle of wine for staff involved in muster as a thank you</p>	<p>SP/LD</p> <p>SP</p> <p>SP</p> <p>SP</p> <p>SP</p> <p>SP</p>	<p>13/8/25</p> <p>asap</p> <p>13/8/25</p> <p>13/8/25</p> <p>asap</p>

	<ul style="list-style-type: none"> • Café update: Board members met this morning to discuss the café operations. • Fuel station update: fuel delivery this morning. Prices probably going up. 	Action: SP and Adeline to produce explanation of budget variances	SP & Adeline	13/8/25
4. Financial and performance reporting	<p>Overview:</p> <p><u>June</u> turnover 39K Cost of sales 15K Gross profit 23K Admin costs 29K Operating profit: -6K loss Other income: 10K Profit after tax: 4K</p> <p><u>Year to date:</u> Turnover 98K Cost of sales 45K Gross profit 53K Admin 81K Operating profit -28K loss Other income 33K Profit after tax 5K</p> <p>Budgeted profit after tax for 3 months was 4.8K, so we're on budget, but DM concerned about some of our costs. Still to look into reasons (get behind the numbers) for these, with Adeline.</p> <p>Directors keen to compare boat numbers June-July-August (maybe September) 2024 and 2025.</p>	<p>Action: SP to discuss cost coding with Adeline</p> <p>Action: SP to ask Adeline for boat numbers June-July-August 2024 to compare with this year</p>	SP	13/8/25
5. MCTC 5-year vision	Just Enterprise session last week. Needs further discussion between directors for MCTC to create proposal for their part in relation to Live Life	Action: SP to send email with funding info to AT	SP	asap

	Morvern and how to fund initiatives. Discussion to be held Wed 13 th August 6pm before next Board meeting.	Action: AT to look into possible sources of funding for MCTC	AT	13/8/25
6. Comms/marketing plan	Was circulated to all directors for information.			
7. Stakeholder messages /new stories to cascade	- Successful muster. - Request for volunteers for the Café 2-hour lunch slots, physically fit and flexible.			
9. AOB	Approval of policies	Decision: all present agree to approve 9 of the 10 new policies as circulated, except for the Child Protection policy, which needs checking/amending.		

Meeting closed at 8.45pm

Next Meeting	Date	Wednesday 13 th August 2025	Time:	7PM
	Location	Hub	Board Only/Public	Board Only
Minutes approved	Date:	Sign:	Name	

Overview of 2025 meetings:

Proposed dates MCDC	MCTC (monthly between April- Sept, then once every two months)	MorVolts
5 th August – Hub	13 th August – Hub	
-	10 th September - Hub	
7 th October – Village Hall, AGM	-	27 th October - Hub
-	12 th November - Hub	
2 nd December – Hub	-	