

Crail Preservation Society
Minutes of Committee Meeting

Monday 9th May 2022

Crail Community Hall

Present: Dennis Gowans (Chairman), Kevin Thurlow, Derek White, Jude Gallon, Paul Hutchison, Dawn Black (Treasurer) Liz McMahon and Sandy Young

Apologies: David Jerdan and Kelsey Jackson Williams

Agenda.

1. **Minutes** of last meeting (30th March) approved.
2. **AGM Minutes** - no amendments requested.
3. **Membership Update**
 - Disappointing subscription results year to date. 45 (highest has been approx. 120)
 - Email communication seems to be working effectively. Online subscription should be the goal to keep the methodology simple.
 - Membership drive with Kirkyard Flyer distribution was very effective and led to high membership and volume of donations. (Whole village received
 - Resolved to run one further campaign before closing down the 2022 membership program. Crail Matters and email. **JG** to provide email addresses for those that have not renewed. Include invitation to recruit members and trustees.
 - Is there an option to develop membership through the schools?
 - Liz McMahon will take over Membership later this year. Will create small transition team that should start meeting later this month.
 - Investigate option for giving Liz the ability to view RBS Account to allow membership subscription tracking. Trustees support proceeding with this if feasible.
4. **Mercat Cross** project
 - No further information beyond the update given at the AGM
5. **Kirkyard** projects
 - Lumsden final meeting should take place Wednesday 11th May.
 - Interpretation panels samples have been provided to Kelsey.
6. **Bank Signatories and Authorisations**

With the resignation of the previous Treasurer and the recent appointment of Dawn Black to the Treasurer role, there was a need to make changes in the formal arrangements with both banks. Management Committee authority was sought for this from all Trustees as follows:

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1. Royal Bank of Scotland. The Committee considered the Resolution sought by the Bank i.e.

"We resolve that:

- if we add or remove Authorised Signatories in the 'Add or remove individuals' section of this form, the Bank will update our mandate accordingly for the accounts we specify in this form's 'About our business' section.
- if we change the Signing Rules in the 'Account Signing Rules' section of this form, the Bank will update our mandate accordingly for the accounts we specify in this form's 'About our business' section.
- the Bank can phone the individuals we've identified as 'Call Back Contacts' to confirm or correct any instructions or information that we've given the Bank
- and the current mandate will continue as amended."

Decision: a)The Trustees passed the above Resolution unanimously. The intention is to remove Lyall Dochard as a signatory and add Dawn Black as a signatory to our accounts. b)Derek White was authorised to complete the online form for these changes to be implemented.

2. Royal Bank of Scotland - Digital banking

The Committee also discussed the Society's arrangements for Digital Banking and resolved unanimously as follows:

Decision: Once the new Treasurer, Dawn Black, had been established as a signatory, she should apply for digital Banking access. Full authority was given for her to do this.

3. Scottish Widows Bank

With regard to the Society's savings accounts with Scottish Widows Bank, the Trustees resolved to complete the necessary 'Non-Personal Savings Account Details Amendment Form' from the Bank at the end of the meeting. The intention was to add Dawn Black as a signatory and to remove Lyall Dochard, Stephen Illingworth, James McCallum and David Jerdan as signatories.

Decision: To add Dawn Black as a signatory and to remove Lyall Dochard, Stephen Illingworth, James McCallum and David Jerdan as signatories.

AOCB

- Heritage Trail. Move this into the Crab Publishing ToDo List.