

**Meeting of the Stonehaven Tolbooth Association**  
**Wednesday 10<sup>th</sup> August 2022**  
**Tolbooth Museum**  
**Agenda**

- 1 Welcome
- 2 Apologies
- 3 Minutes of previous meeting
  - a) acceptance
  - b) matters arising
- 4 Chair's report
- 5 Treasurer's report
- 6 Secretary's report
- 7 CAT and Grants - update
- 8 Events report
- 9 Collections report
- 10 Curator's report
- 11 Shop report
- 12 Clock Tower report
- 13 AOCB
- 14 Future date

**Minutes**

**Present.** Cressida Coates (CC), Andrew Newton (AN), Ian Balgowan (IB), Liz Ritchie (LR), Dennis Collie (DC), Gordon Ritchie (GR), Clare Thomas (CT)

**1 Welcome.** CC welcomed the assembled Trustees to the meeting and apologised for the unfortunate cancellation of last week's meeting.

**2 Apologies.** Jim Bruce (JB), Graham McIntosh (GM), Douglas Cusine (DCu), Mary Sutcliffe (MS) Louise Coates (LC)

**3 Minutes of previous meetings.**

a) **Acceptance.** The previous minutes of 29<sup>th</sup> June were accepted

b) **Matters arising.**

Action Point	Person	Report
Continue discussion on new gazebo	<b>Trustees</b>	Ongoing. The gazebo needs some minor repairs which IB will undertake. A final decision on a gazebo will be made at the end of the summer season in the courtyard
Inform Area Committee Councillors on current CAT situation	<b>GR</b>	On going
Place copy of rota in diary	<b>CC</b>	An updated copy is in place.
Announce Friday closure on media sites	<b>LR/AN</b>	Done
Supply LR with contact details of sea salt supplier	<b>AN</b>	Done – see also shop report.
Contact Wes Lewis re 'smoking'	<b>AN</b>	Done
Place contact list into file	<b>CC</b>	Making progress
Consider making a photographic image of poster.	<b>AN</b>	Jpg file sent to LR

## **Action Points.**

**STA** to continue discussion on new gazebo

**GR** to update on information provided to Area Committee

**CC** to place contact list into file

## **4 Chair's report (CC)**

Covid is still affecting the number of volunteers willing to work at the museum and the Chair is trying to avoid single person working whenever possible.

## **5 Treasurer's report (DC via email)**

The summary of financial activity for the period 1<sup>st</sup> to 31<sup>st</sup> July is as follows:

### **Income**

Hosting of wedding	120.00
Barrel Donations	675.86
Digital receipts	162.40
Cash Sales	412.15
	<b>£1370.41</b>

### **Expenditure**

Martin Sim (29 booklets)	145.00
Glen Appin	85.20
Sea Salt tin (Andrew)	4.00
Mearns Writers	15.00
Website	58.87
	<b>£308.07</b>

DC reported that use of the card reader is not 100% reliable. On one occasion a total of £17.50 was recorded on the shop sheet but was not processed by the reader. On another occasion a sale of £25 was lost when the reader did not recognise the cards used. However, on balance it serves a useful function. DC stated that the financial figures looked satisfactory and getting back to pre-covid levels.

## **6 Secretary's report (AN)**

AN has completed two MGS surveys, one on post covid recovery and the other on STA's policy on deaccessioning.

Twelve images of Dunnottar castle have been received from Lindsey Petrie and copies will be passed to GR.

STA have been offered the 10 volumes of the Scottish National Dictionary by Isobel Mathieson. The Trustees decided to accept the offer. AN to follow up.

Diane Henderson circulated an invitation from the Coastal Community Fund seeking applications. CT will provide AN with details of possible display cases.

Scottish Water will visit the museum on 15<sup>th</sup> August with the intention of providing separate metering for the museum and the restaurant.

## **Action Points**

**AN** to send castle photos to GR.

**AN** to contact Miss Mathieson's representative re dictionary

## **7 CAT and Grants (GR)**

Diane Henderson has informed GR that the Asset Transfer Committee has accepted the changes in the STA constitution and the Council is now seeking a meeting to progress the CAT. Due to prior commitments GR can only offer a date after 21<sup>st</sup> September. In replying to Diane GR will also be asked whether the CAT has now been validated.

### **Action Point**

**GR** to reply to Diane Henderson

## **8 Events report (CT)**

Forthcoming events are:

20<sup>th</sup> August - Mearns Singers & Kilwhang Bell Ringers  
21<sup>st</sup> August – Children’s entertainment by Angus and Garry  
28<sup>th</sup> August – Mackerel smoking

28<sup>th</sup> October – Quiz night at the British Legion

Committee members were disappointed with the *after-event* help provided by the organisers of the Poetry Festival. This will colour the response to any future requests from this organisation.

## **9 Collection Report**

GR will make a follow up contact with David Ross regarding alterations to the detectorist cabinet.

The Collection Group will reconvene in October.

## **10 Curator’s report (LC)**

LC will check artefacts against the register at the end of August.

The museum is still receiving donations from *walk-ins*; LR is placing these behind the Inverbervie Stocks.

The large cupboard needs clearing out. October?

## **11 Shop report (LR)**

New stock of tea towels and fridge magnets has arrived.

The handmade jewellery is selling well, especially those containing blue glass.

LR is contacting the producer of Stonehaven Sea Salt; there is a possibility that STA may be able to obtain empty tins for selling.

The award winning Tolbooth poster has been made into a jpg file but LR has concerns over its viability as a good seller. The committee agreed that it is probably more of a publicity product than a commercial item. LR will speak to Dawn Black of Stunning Stonehaven.

### **Action Point**

**LR** to contact Dawn regarding poster image

## **12 Clock Tower report (AN)**

Christine Pert, the new Council official responsible for the Clock Tower, wishes to make a visit on 16<sup>th</sup> September.

## **13 AOCB.**

*Training.* LR suggested that one way to impart knowledge to new recruits was to hold informal meetings between old and new volunteers during the winter months. The committee agreed to follow this up.

*Video Plotter.* IB reported that it might be able to acquire the plotter from his old vessel. The committee were in agreement and supported IB in his efforts.

*QAVS.* DC intimated that there were still mementoes of the Award to be dispensed. The committee agreed that they should be distributed.

## **13 Date of future meeting**

Wednesday 28<sup>th</sup> September. This will be the AGM and CC will investigate the Community Centre as the venue.

## **Action Point**

CC to book Community Centre for AGM

**Andrew Newton**

**16<sup>th</sup> August 2022**

**Stonehaven Tolbooth Association (Tolbooth Museum)**

**A Scottish Charitable Incorporated Organisation (SC043279)**

## **Summary of Action Points**

<b>Action Point</b>	<b>Person</b>
Continue discussion on new gazebo	<b>Trustees</b>
Inform Area Committee Councillors on current CAT situation	<b>GR</b>
Place contact list into file	<b>CC</b>
Send castle photos to GR.	<b>AN</b>
Contact Miss Mathieson's representative re dictionary	<b>AN</b>
Reply to Diane Henderson	<b>GR</b>
Contact Dawn regarding poster image	<b>LR</b>
Book Community Centre for AGM	<b>CC</b>