

ST ANDREWS BUSINESS IMPROVEMENT DISTRICT (BID)
BID Board Meeting
Kinburn Castle, St Andrews 30/05/2017

Draft Minutes

Present:

Alistair Lang (Thorntons)
Louise Fraser (Fraser Gallery)
Lindsay Adam (Bonkers)
Pat Jones (OCH)

In attendance: Rhonda McCrimmon, David Russell

1. Welcome

Alistair Lang (Thorntons) - Chairman welcomed everyone.

2. Apologies

Archie McDiarmid (Luvians Bottle Shop)
Ben Stuart (University of St Andrews)
Lisa Cameron (The Old Tom Morris Store)
Cllr. Dorothea Thompson

3. Minutes

The minutes from the BID St Andrews Board meeting on the 25th April 2017 were circulated and agreed.

Matters arising

Resignations and appointments:

RM updated the group that we have a new councillor – Jane Anne Liston.
AL Updated the group that Lisa Cathro has formally resigned from the board.
Geoff Morris, University of St Andrews, Corporate and Community Engagement Officer will replace Ben Stuart as a BID director.
RM listed a few potential board members and agreed to send around a newsletter requesting new Directors.

Actions:

Send a newsletter to the levy payers re new appointments.

Financial process change:

RM updated the board on the problems that she's been having approving payments because of bulk amounts. RM requested that the amount she can authorise through bank payments is increased to £15,000. Agreed.

PJ suggested that a board member approve any payment runs. Agreed.

Interns and volunteers:

RM updated the board that we have had interest from people want to intern with us. RM asked for the boards opinion on paying an intern. LF brought up the volunteers from Stanza and suggested a mix of volunteers and a paid intern. The board discussed what we would want to have from an intern.

RM mentioned that our finance volunteer will be looking for paid work from September.

RM mentioned that the Clean and Green team have requested for volunteer expenses to build the volunteer team. Lunch and bus fare. £320 per month would work at around £4000 pounds per year. The board discussed the merits of having more high-quality volunteers in C&G. Agreed

Town Wi-fi:

RM explained to the board the benefits of a pilot. RM mentioned that financing the winter lighting is expensive this year, but next year we may be able to move that money into the Wi-Fi project.

Finance update:

Bank balance is low. First Fife Council invoice is expected this week. University contribution of £30,000 is due this month.

AOB

RM updated the board on the winter lights launch

LM mentioned that the merchants had concerns about what the Clean and Green team are working on. RM updated the board on her understanding of the situation. LM mentioned that it would be good to have a logo on the Clean and Green uniforms. The board discussed what actions should follow from this. RM suggested a meeting with the DA and JK to discuss how we can move the project further. The board discussed the difficulties with this and the best way to move forward.

Actions:

Initial meeting with DA and JK. (Tuesday ops meeting)

DA and RM to go and visit the concerned levy payers. (Carolyn Miller)

Speak to Geoff Morris about the role that the university could take in this.

The next BID board meeting will be at 6pm, Tuesday 4th July 2017 at the BID Community Room, St Andrews.