

## **1.0 Sederunt**

Present: Christine Morris, (Committee Member)  
Barbara McCluskey, (Committee Member)  
Liz McEwan, (Chairperson)  
Margaret Stewart, (Committee Member)  
Tracy Coutts, (Committee Member)  
Cathie Reid (Committee Member)  
Clarice Spaine (Committee Member)

In Attendance: Patricia Gallagher, Director  
Rachel Fitzsimons, Administration Assistant  
Rhona Joss, FMD, Finance Agent (items 1-8 only)

It was agreed that the Director would Chair the meeting until the appointment of the Chairperson.

## **2.0 Apologies**

2.1 Rodger Harley, (Committee Member)  
Sandra Wilson, (Committee Member)

## **3.0 Registration Of Interest**

3.1 There were no registrations of interest.

## **4.0 Eligibility Declaration – Verbal Report By Director - Approved**

4.1 The eligibility declaration for being a Committee Member was circulated prior to the meeting. All members present duly signed it.

## **5.0 Code of Conduct declarations – Verbal Report By Director - Approved**

5.1 The code of conduct declaration for being a Committee Member was

circulated prior to the meeting. All members present duly signed it.

## **6.0 Appointment of Chairperson – Verbal Report By Director - Approved**

6.1 Tracy Coutts proposed Liz McEwan as Chairperson. This was seconded by Babs McCluskey. Liz McEwan duly accepted the nomination and took over the meeting as Chairperson.

## **7.0 Appointment of Secretary – Verbal Report By Director - Approved**

7.1 Cathie Reid proposed Christine Morris as Secretary. This was seconded by Liz McEwan. Christine Morris duly accepted the nomination and took over the role of Secretary.

## **8.0 A.O.C.B**

8.0 There was no AOCB.

## **9.0 Review of Meeting**

9.2 It was agreed that agenda was sufficient and length of meeting appropriate for its timing.

## **10.0 Date and Time of Next Meeting**

10.1 The next meeting will be held at 3.30pm On Monday 23<sup>rd</sup> September 2019.

Signed By Chairperson:

Date: