

**Queensferry Business Association  
Minutes of Committee meeting held 1<sup>st</sup> November 2007**

**Present:** Charles Blackwell, Gerardine Durkin, Douglas Flett, Joanne McDonald, Kirsty Hodge.

**Apologies** Rona Martin, Moira Cunningham, Kay Blair

**October's Minutes**

Agreed by all.

**Treasurer's Report**

Our application for internet banking is being processed, and the account should be active shortly which will give access to the bank details. Figures will be available then.

KH to transfer £3000 to current account and let DF know when this is done and cheque is prepared for Goddard and Socha.

**Secretary's Report**

JM to email Janette Anderson to retrieve the QBA filing system

**Members Report**

18 renewals sent out, 2 received back.

4 renewals remain unpaid since June

JM to let Fiona Christie know the non-renewed members that are to be removed from the website.

GD to contact Gwynneth from Fair Trade to invite them to become members.

**Web Site Report**

JM to call Kay Blair/Fiona to ask Fiona to take up the reigns of the web site.

JM to send contact details to DF to allow him to send her content for the website.

**Items from Agenda**

**AGM**

GD to check arrangements made by Moira Cunningham with Dundas Castle. Date agreed at previous meeting is 22<sup>nd</sup> November, suggested time 7.30 – 9pm. Details to be passed to JM to email members with details and put advert in Gazette.

GD to ask Dundas if they can provide signage for the meeting, and find out what arrangements can be made for refreshments to be available.

DF to email last years agenda and other notes round the committee to help preparations for this year.

**Christmas in Queensferry**

KH to find out the nature of the grant that she is applying for and the connection with the QBA. Also to make clear in the grant application that it is being made by the Christmas in Queensferry committee rather than the QBA.

CB to find out state of play with arrangements for Christmas in Queensferry, in the light of Moira Cunninghams absence due to illness. CB to email committee with this update.

KH to arrange flowers and a card wishing Moira well.

**Remembrance Day**

A wreath from QBA has been requested by DF, KH to settle invoice when it comes in.

**Date of Next Meeting**

29<sup>th</sup> November 5.45 at Picnic