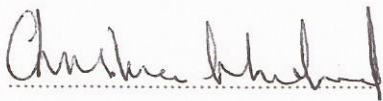


# Highland Malawi Trust

Minute of meeting at 9 Lochardil Place, Inverness on Monday 23<sup>rd</sup> November 2015

1. Present – Reay Macgill (Trustee) Chrisanne Macleod (Trustee), Douglas Morrison (Trustee), Brian Macgill (Trustee).
2. Previous minute of 24<sup>th</sup> September 2015 were approved.
3. Matters arising from the previous meeting: all agreed actions undertaken and updated below.
4. Bank Account – statement balance is £6,979.87 but after taking account of recent shipments of 27 banana boxes, a working balance of £6,424.87.
5. Malawi activity
  - a. Emails had sent and received to Levi and Mponda regarding lack of progress with the Borehole at Chamalaza. A further email would be sent to Levi to clarify which Water Board.
  - b. No response had been received from John Challis about transporting a laptop for HMT. The Laptop needed a new battery before being sent to the student in Malawi. It was agreed that the trust would fund the cost of a replacement battery.
  - c. The question of home security, following the burglary of Mr Lupia, had resolved itself as he advised the trust that he had moved to new house.
  - d. Quotations for school desks (Thandazga) had been obtained from Mr Lupia. Two types and prices for ‘double’ desks. After discussion on the quotes it was agreed to seek a first order of only 60 wooden desks (120 had been requested). Mr Lupia would be asked to make a deal whereby HMT would pay for half (30) on acceptance of the order and half on delivery of all the completed desks (60).
  - e. It was agreed that quotations for a winter feeding programme for the nursery groups be obtained. It was also agreed to check the need to supply salt and medications for livestock.
  - f. It was agreed that Christmas gratuity should be paid to Gilbert Lupia (approximately £80).
6. Presentations and Fundraising
  - a. The coffee morning in November had raised £806 which was a good result. There were few leftover goods so plans to attend a car boot sale were abandoned.
  - b. Quiz sheets had been on distribution since October and over 30 were sold at the coffee morning and an estimated 60 sold in total to date.
7. Trust Website and web activity
  - a. New photos had been added to the website and there was other additions planned.
  - b. Updated games and links being considered.
8. Agreed actions
  - a. Reay and Chrisanne to send emails (i) Levi (re Borehole) (ii) Lupia - Thandazga School desks quotation (iii) Feeding programme and (iv) livestock salt and medication.
  - b. Doug will source a replacement battery for the Laptop.
9. Date of next meeting proposed to be held on Friday 19<sup>th</sup> February 2016 at 5.00pm

Signed: .....



Signed: .....

