

	Head of SW Service, Alex Salmond, Stuart Stevenson, press. Stephen is to contact Alex Salmond's office to see when he would be available the week beginning the 8 th December.	Stephen
C	<i>Project Manager Role</i> Ongoing.	Stephen , Carol
D	<i>Shop sign</i> Final sign design has been decided and is back to the original logo.	
E	<i>Insurance</i> Discussion took place as to when would we need the insurance in place, Stephen also requires figures for amount of stock, etc for insurance quote. Gwen to email this to Stephen.	Stephen, Gwen
F	<i>BT Line</i> This will be dealt with once all leases are completed as there will be time before the shop opens.	Stephen
G	<i>Homecoming</i> Andrew Hill has been in contact with us and he has given links to the homecoming website. These are to be added to the website, using a banner on the front page to allow people to negotiate to the webpage. Tiago to email the links to Andrew Kellock for his information.	Tiago
H	<i>Community Food Initiatives</i> Gwen will contact them again nearer the opening date.	Gwen
5	<u><i>Website Matters</i></u>	
A	<i>Regeneration Project – Diane Marshall</i> Tiago is still awaiting further contact from Diane.	Tiago
B	<i>Tourism Distances</i> Project members are in the planning stages of a new page for this information.	Tiago / Project members

C Box Portable

6 Tiago is having problems with contact with Box Portable. He is to arrange a meeting with Graham to discuss these issues and the future of the project.

Tiago

AOCB

A Generating Income

Carol Suggested that we could advertise businesses on the screensavers of the computers in the shop and get Businesses to sponsor this. Different options of this is to be looked into and once the research has been done Gill will discuss the options with the Business Association to see if there would be any interest. Gill to find out details of a company who was offering the TV screens for advertising and Gwen to find out who supply the equipment in Turriff.

Gwen, Gill

B Reaching Out Project

There is the opportunity to receive funding to assist people to access the Shelter Website. Carol thought that if someone did the training then funding may be available for block time in the computers to assist the public. Stephen felt that at this time this was not a viable option.

7 **DONM**

The date of the next meeting is Tuesday 3rd September 2008 at 6pm.