

**Glenmoriston Millennium Hall Management Committee
Minutes of Meeting held on Tuesday, 19th March 2013**

Present:

Christine MacDonald, Ian Evans, Barbara Withers, Cherry Duncan,
Clare Levings, Errol Levings, Agnes Bell, Phil Mansell, Barbara Philip

1. **Apologies**
 Hugh Watt, Rachel Hayes, Betty Draper, Jean Plater
2. **Minutes of Previous Meeting – Tuesday, 29th January, 2013**
 The Minutes were proposed by Cherry Duncan and seconded by
 Agnes Bell. The Minutes were adopted as a true record and signed
 by the Chairman.

3. **Actions from AGM – Ian Evans**

a) **V.A.L.**

Ian has received the application form and will complete and return it to V.A.L.

b) **Wi-Fi**

BT lines have been installed and calls can now be made from the Hall. The telephone number will be for the Hall use only. Broadband is now available but equipment has not arrived. BT are sending the equipment to Ian. Ian said everything should be up and running by the time of our next meeting. According to letter from BT, the line comes with 500 free minutes per month! Clare suggested a phone handset be installed on the wall in the foyer for emergencies. Errol has obtained and will install phone.

Urn for Kitchen - Cherry

c) Cherry looked at the various urns available and narrowed it down to an 8 Litre Burco Urn priced at £65 approx. Clare to liaise with Cherry regarding this item.

Coffee Machine

d) Clare also mentioned that she has had an offer of a coffee machine. After a short discussion on the practicability of installing and using this machine, it was generally decided that it would use up a lot of space on the counter and problems in cleaning and using it. Clare to advise that the hall would not be taking up offer.

Padded Cushions - Betty Draper not at meeting to discuss this e) item.

Burns Supper – Clare said this was a success and thanked f) everyone involved. Adam has already booked next year 22 February 2014.

4. **Secretary's Report**
Lets since the 3rd February 2013

Commercial

Social Work Skye x 2, Forestry, Great Glen Way, NHS Conon Bridge, Scottish Canals x 4.

Private

Senior Citizens x 3, Whist, Visually Impaired Group (Skye) x 2

Informal

Badminton

Free

Ceilidh Nights x2, Burns Night, Margaret Davidson, Kirk

Cherry received an enquiry from a Julia Latif about the possibility of doing a Curry Night in the Hall. Menu would be Chicken Curry, Rice and Onion Baji. Cost would be £8.00. Members of the Committee may have seen posters advertising one in the British Legion at the end of the month. Clare said, Julia Latif would need to Hire the Hall and arrange her own insurance and drinks licence. Commercial Rate for function is £120.00 or £10 per hour. Kitchen use - £6.00.

Listed below are a few events during March/April which may be of interest.

Tuesday, 26th March at 7.30 p.m. – Senior Citizens AGM

Friday, Saturday 5th & 6th April – Scottish Country Dance & Ceilidh Dance.

Sunday, 14th April – Zumbathon

Friday, 19th April – Heritage Group, Talk by Jean & Tony Dennison.

5. **Treasurer's Report**

Ian read out a summary of the Hall's finances. Total income from Commercial Hires, Clubs, Catering and Functions etc. £5562. Net Income £1800. The Statement for the 30 day account showed £10612, including £5.34 interest after tax! There are no creditors – all up to date. The Burns Supper made a profit of £622 – a worthwhile evening. Insurance due for renewal now.

A copy of Ian's balance sheet is attached with these minutes.

6.. **Caretaker's Report.**

Routine maintenance carried out. Oil 70% full. 2000 litres delivered. Fluorescent tube replaced. Before Maggies, Errol will organise the Septic Tank to be emptied. 75% of cost will be passed onto Highland Council. Errol also to move the First Aid Box to a lower level for easy access by everyone when the phone is installed.

7.

A.O.C.B

a) **Sign for Ceilidh Board – Phil**

Phil said he had contacted three firms for quotations for a new board. Prices for a Plastic board varied between £50- £80. for a 3x3 board, printing included. The Committee all agreed that the existing board should be replaced and £100 available for cost. Clare suggested Phil go ahead and order the Ceilidh Board and for Errol and Phil to put up a secure stand. Errol and Phil to decide on size of board.

b)

Bookers Card – Cherry

It was not difficult to organise a card for the Hall. Only needed to show utility bills and apply on line as a Charity.

c)

Float – Ian

Ian kept the float from the Burns Supper and suggested Cherry have a small float and top up each time she makes a claim. The offer is there if Cherry wants a float. Cherry said if she needs to do a bigger shop she will then ask Ian.

d) **Plant Containers – Barbara W and Agnes**

To tidy up the plant containers now the weather has improved.

e) **Shopping – Misc items for kitchen / Chairs**

Clare read out a list of items she would like to buy for the Hall.

Spirit Measure, Nip Glasses, Night Light Holders, Serving Spoons x 4, Small sharp knives, Plastic Covers for tables (big). £10 to £12 per metre. Clare asked the Committee if she should go ahead. All agreed. She also needed Tea Towels x2packs and Display trays which cost around £20. Clare to liaise with Cherry.

Chairs – Clare had a rethink regarding the Hall Chairs. To replace metal with similar padded. It was decided that there should be two complete padded stands and the non padded chairs be kept for situations like Maggies. Clare to get a quote for 72 padded chairs from Alpha Furniture. Cost per chair £31.00 plus v.a.t.

f) **Presentation by Cameron McNeish – Ian** said Sandra Hugill has offered to subsidize a presentation by Cameron McNeish, TV Hill Walker and friend of Ian. The event would be held during the middle of the summer. Ian looking to keeping costs down but it would require a full response.

g) Patrick to be added on to email list to update website.

h) Carol Pritchard agreed to be Community Councillor Trustee.

i) Agnes Bell (Rep for Dalchreichart) to be new Hall Keyholder.

8.

Date of Next Meeting

Tuesday, 30th April, 2013. 7.30 p.m.

The meeting ended at 4 p.m.

Treasurer's Report : 19th March 2013**Hall Income :**

Commercial Hires	1001.50		
Clubs & Community Hires	679.00		
Catering for Commercial Hires	1377.50		

Functions & Events	2504.45		
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Total	5562.45		
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.. Less Direct Cost of Sales	1733.11		
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Net Income Over Direct Costs	3829.34		
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Hall Expenses :

Administration	145.91		
Building Costs & Cleaning	744.24		
Utilities (less Highland Council Cont)	1116.24		

Total	2006.39		
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Net Income	1822.95		
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Account Balances :

Santander Current Account	16102.61		
Santander 30 Day Account	10612.34		
Interest on 30 Day Account	5.34		
Scottish Widows Account	36213.87		

Bar Stock	73.90		
Petty Cash	137.64		
Events Float	1100.00		
Cheques to Bank	90.00		