

**Glenmoriston Millennium Hall Management Committee**  
**Minutes of Meeting held on Monday, 10<sup>th</sup> June, 2013**

**Present:**

Carol Pritchard, Barbara Philip, Errol Levings, Christine MacDonald, Agnes Bell, Rachel Hayes, Barbara Withers, Clare Levings, Phil Mansell, Cherry Duncan.

1. **Apologies**

Hugh Watt, Betty Draper, Jean Plater, Ian Evans

2. **Minutes of Previous Meeting – Tuesday, 30<sup>th</sup> April, 2013**

The Minutes were proposed by Carol Pritchard, and seconded by Cherry Duncan. The Minutes were adopted as a true record and signed by the Chairman.

Before continuing on to the next item, Clare brought up an issue raised by Ian Evans to Barbara Philip in an email, in which he states his objection to being asked by the Chairman, Clare Levings to exclude himself from the meeting whilst a discussion on what the rates to charge Sandra Hugill for the hire of the hall for the sale of her paintings took place. Clare said that as Ian had raised the initial question she stood by her decision, which has been the practise of the Hall Committee to ask members of the committee to exclude themselves from discussions where there may be conflicting interests. The committee members present agreed with Clare's decision.

Cherry mentioned that Sandra Hugill has already hired the hall and that any commission due would be carried over until her next hire in June.

### 3. **Actions from Previous Meeting**

#### A. **Treasurer's Vacancy**

Ian indicated via e-mail to Barbara that he does not know of anyone who would take on this role.

Carol Pritchard offered to take on the role of Treasurer but was hesitant since she was also a Trustee. Clare reassured Carol, that it would not pose a problem as the position required the person to be a Trustee. Clare thanked Carol very much for taking on the role at the end of August.

#### b) **Laptop & Accounts Package for the Hall –**

A Laptop with well proven Windows 7 operating system, a printer with wireless operation and Quickbooks Pro 2013 accounting software have been purchased. These have been set up and Ian will transfer the Hall accounts from his own PC at the year end on 31<sup>st</sup> August ready for the new Treasurer.

Laptops with Windows7 are no longer available through the normal retail outlets but Errol had been able to obtain a reliable Toshiba laptop through his business account at PC World, but this was a bit more expensive than the laptop Ian had first reported on costs. It had also proved necessary to purchase Quickbooks Pro 2013 as the less expensive "home" version originally suggested would not be able to download the Hall accounts from Ian's PC. Total package came to £632.18.

#### c. **Update on Maggies – Cherry read her report:-**

The day seemed to go very smoothly even between 2 and 4, when the Hall was full, and the urn needed to be topped up frequently. We went through 30 litres of milk. More tea and coffee was consumed I think because the weather was not very good. It also seemed to spur people on which meant we were cleared up and out by 7 p.m. Two extra helpers, Robert and Tim came at 6 p.m. who were a great help in particular in cleaning the floor which was great! I had thank you notes from David Fox-Pitt mentioning the fantastic 'cake festival'. Mike McCloy and the Wild Fox Team saying 'Invermoriston worked like a dream', and one from Rachel at Maggies. Everyone who helped has received Thank You letters.

#### d. **Urn for Kitchen & Sundry Kitchen items – Clare**

Clare said an urn has been bought plus one more display tray. She will be buying two more display trays and a box of glasses.

#### e. **New Hall Chairs – Clare**

Clare is still looking for suitable chairs. She is unable to obtain chairs from the original supplier as the firm is no longer trading but has recently been looking at Alpha Furniture's grey metal framed chair at £36 per chair.

4. **Secretary's Report – Cherry Duncan**  
**Lets since the 6<sup>th</sup> May, 2013**

**Commercial**

NHS, Dingwall, Social Work Skye, Forestry, Scottish Canals x 3.

**Private**

F.A.G.G.B.I., Ambulance, Sandra Hugill x2, Zumba x 5.

**Free**

Senior Citizens AGM, Kirk x 2, Margaret Davidson, Ceilidh Night, Community Council, Bowling Club AGM.

**Informal**

Bowls

**Functions**

Kayaks

**Free**

Ceilidh Night x 2, Drew Hendry, Craft Club A.G.M., Kirk

The Music Group has now finished for the summer. Zumba is very popular with an average of 20 attending. This is paid monthly. There are 4 bookings this week.

5. **Treasurer's Report– Ian Evans (Barbara Philip read Ian's report)**

Overall Income for the year to date is £12,423.85. Net Income for the year to date (excluding depreciation) is £5,140.85. The credit balance in the Current Account is £18,762.12 which compares with £16,656.55 (an increase of £2,105.57) at the beginning of the financial year. We have no creditors but Accounts Receivable amounts to £575.10.

A full summary of the account is attached to these minutes.

6.. **Caretaker's Report – Errol Levings**

Carried out routine maintenance, and setting up of Hall heating programme. Errol tabled draft safety notice for the cooker and a notice to inform people there is broadband access in the Hall. It was decided that the broadband notice should be displayed on the notice board and not on view to the general public as it could be assumed we held a walk in facility. A short discussion regarding the notice for the cooker ensued. Agnes suggested that the wording be changed about to read 'Before switching on the power supply to the cooker, please ensure that all gas rings on the cooker hob are turned off'. Errol said he would liaise with Clare in changing the wording for the cooker notice as it was necessary also to remind people to turn OFF the gas ring knobs after use..

7.

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

#### **a. Hall Flower Tubs - Agnes**

Barbara Withers and Agnes have arranged to go for plants on Tuesday, 11<sup>th</sup> June.

#### **b. Shower for Toilets – Carol**

Carol wanted to hear any views on having a shower fitted in the toilets which would provide an extra facility for visitors.

After a short discussion regarding the installation and maintenance involved in keeping such a facility in a hygienic condition, it was agreed although a good idea was not practical.

#### **c. Garden Party? – Rachel**

Rachel asked the question of why did we not do a garden party, such as they do in Fort Augustus? Clare said the event in Fort Augustus is laid on by the Church as a way of bringing the community together.

Clare said that we had in the past put on Fun Days organised by Glen, the last one being in 2008. There haven't been any more because a) there are very few children now to put them on for and b) there isn't a sub-committee to plan these events. However, Clare said the Hall still has lots of games and if Rachel wanted to organise a Fun Day it would have the full support of the Committee. Rachel said she is also interested in organising a Halloween party for the children and would liaise with Cherry regarding various dates.

#### **Curry Night - Cherry**

dCherry to liaise with Julia Latif.

#### **Events (PAN) – Clare**

eClare said she has received an invoice for £75 from the equivalent of PAN for membership so that we continue to receive information of artists looking for a venue. Clare said that she receives so many e-mails from artists who give no details of costs and she really does not have the time to check through them all particularly as the 'hall' doesn't have a date for any event in mind, and asked whether we should continue to be members of an organisation that we aren't using? This wasn't resolved.

Following discussion Carol suggested that we could write to theatre companies and ask them if they are coming this way.

8.

### **Date of Next Meeting**

Monday, 26<sup>th</sup> August 2013. 7.30 p.m.

**The Meeting ended at 9 p.m.**

