

GLENMORISTON MILLENNIUM HALL MANAGEMENT COMMITTEE
MINUTES OF MEETING
HELD ON THURSDAY, 3rd SEPTEMBER 2009

Present: Agnes Bell, Alan Draper, Cherry Duncan, Jo Adams, Errol Levings, Clare Levings, Christine MacDonald, Pat Ungless, Barbara Withers and Kirsteen MacKenzie

1. Apologies

Trish Archibald, David Gillies, Heather Smart, Carol Hunter and Hugh Watt

2. Minutes of Last Meeting Held on Thursday, 11th June 2009

Minutes approved:

Proposed by Pat.

Seconded by Barbara.

3. Actions Arising from Previous Meeting

- a. *Public Toilets* – Still pending. **ERROL**
- b. *Landscaping* – Almost complete except for the wall.
Thanks to Agnes and Barbara for planting up the tubs. **TRISH**
Willie Archibald has been in contact with Forestry and we can
Move a picnic bench if we want to the area outside the hall.
- c. *Hall Ventilation* – no plans for further action.
- d. Hall Cleaning – Trish to note on next year's cleaning rota to ensure
that anyone wanting access to the hall on a day other than Saturday
or Sunday should contact Cherry to make alternative arrangements. **TRISH**
- e. Kirsteen to provide a bill to Pat for cleaning up to end of August
KIRSTEEN
- f. Committee agreed that it was not necessary to clean every week during
the summer as most clubs had finished. Move to fortnightly rota over
July/August **TRISH**
- g. Child Protection Policy – discussion took place of requirements.
Agreed to remove Margaret Allen's name from notice board. **CHERRY**
Checks already in place for booking process and incorporate into
Health and Safety procedures. Cherry to send note to clubs to
remind them of their responsibilities in this regard. **CHERRY**

4. Capital Items

To be discussed as part of treasurer's report.

5. Secretary's Report

Commercial Lets – National Farmers Union, 3 x NHS, 4 x Highland Council, 2 x Forestry.

Informal Lets – 3 x Bowls.

Free Lets – Community Council, 3 x Kirk, Heritage Committee, Lite Bites – 12 days, Danny Alexander, Hall Committee and 1 x Open Floor.

Private – Ambulance Service, Magic Show x 10.

Functions - 3 parties, Ceilidh Trail Summer Dance

Junior Badminton started this week.

Scottish Dancing starts on 17th September, Bowls and Senior Badminton start at beginning of October.

Ceilidh Dancing starts on the second Sunday of September then will be held on the Third Sunday of October and November, because it's planned to have ballroom dancing on 2nd and 4th Sunday of the month.

Monday 14th September is the official opening of the Wind Farm. We have been asked to provide refreshments between 3 and 4.30pm. There will be approximately 50 adults and 20 children who entered a competition to name the turbines who will have a presentation. Platform PR Group Ltd who are organising the event, in addition to paying for hall hire and catering have said clients will give us donation of £250.

Sunday 20th September is the annual Wet West Paddlefest for which we provide catering between 1pm and 5pm. Cherry asked for help and baking for both these events.

5. Treasurer's Report

See Financial Statement. Pat presented draft year end reports. Final adjustments to be made. Pat also provided overview and analysis of income from year which came from a variety of sources.

Pat explained that the hall committee was in a position to consider some capital investment. After discussion it was agreed to purchase the following:

- folding screens (can be used by clubs and to create smaller venue space as well as display boards)
- additional crockery (Churchill) and serving bowls and get rid of older, mismatched crockery
- black curtain to act as back drop to stage
- new taps in small kitchen basin

Clare proposed that a new kitchen itinerary is produced. Agnes and Barbara volunteer to do this before the next meeting. Once it is complete, Clare will review and then order replacements.

Pat and Errol to measure up and order 5' screens.

All committee members were requested to consider any other requirements for next meeting.

6. Caretaker's Report

- Routine ongoing maintenance
- Once season ends Errol will review any requirements as a result of wear and tear eg: paint on doors
- Errol to look at bottom bolt on door.

7. Any Other Business

PAN Membership

Pat said this was due for renewal (£25 per annum). Committee agreed to this.

Blas 2010

E-mail received re: Blas 2010 and committee confirmed they would like to support if hall available (September).

Promoter request

Clare had received a call from a promoter looking for venues for a trio. Committee agreed that if hall could be booked as normal if required but we would not undertake promotion for event or support on an alternative basis.

AGM

AGM to be held on Wednesday 25th November at 7.30. To include cheese and wine. All to give some thought to potential committee roles and new members.

8. Date of Next Meeting – 28th October at 7.30pm

Meeting closed at 8.50 pm.