

Glenmoriston Millennium Hall Management Committee
Minutes of Meeting held on Tuesday, 30th April, 2013

Present:

Agnes Bell, Jean Plater, Errol Levings, Phil Mansell, Ian Evans, Betty Draper, Carol Pritchard, Cherry Duncan, Clare Levings, Barbara Philip

1. **Apologies**
Hugh Watt, Rachel Hayes, Betty Draper, Christine MacDonald, Barbara Withers.
2. **Minutes of Previous Meeting – Tuesday, 19th March, 2013**
The Minutes were proposed by Cherry Duncan, and seconded by Ian Evans. The Minutes were adopted as a true record and signed by the Chairman.
3. **Actions from AGM – Ian Evans**
 - a)**V.A.L.**
Application has been made.
 - b)**Wi-Fi**
This is now operational. Errol to make a sign to say Broadband is now available from the Hall.
 - c)**Urn for Kitchen - Cherry**
Cherry and Clare to discuss.
 - d)**Padded Cushions -**
Betty Draper has noticed that by inserting 3 cushion pads into the cushion sleeve, it works well.
 - e)**Septic Tank - Errol**
This has been emptied and the pump chambers serviced.
 - f)**First Aid Box - Errol**
This has been lowered to make it more accessible.
 - g)**Ceilidh Board Sign – Phil & Errol**
A Ceilidh Board has been purchased by Patrick Ungless. Ian has received a bill for £25.00.
 - h)**Plant Containers – Agnes/ Barbara W**
The plant containers have been emptied and are ready for planting again. A few plants survived over winter.
 - i)**Sundry Items for Kitchen – Clare**
Basically, Clare has all the items, apart from Display Trays, which she is still trying to track down.
 - j)**New Hall Chairs – Clare**
Clare is looking to see if she can get the chairs from the previous supplier and also to obtain sample chairs.
 - k)**Presentation by Cameron McNeish – Ian.**
Regrettably, this has been cancelled.

4. **Secretary's Report – Cherry Duncan**

Lets since the 25th March, 2013

Commercial

Social Work Skye, Forestry, Maggies

Private

Deer Group, Zumbathon, Heritage Talk, Ambulance

Free

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

Functions

Scottish Dance Club x 2.

Zumba

The Hall now has a Zumba Class meeting on Tuesday evenings from 7.30 – 8.30 p.m., taken by Patricia Cheeseman from Fort Augustus. The Class started on the 2nd April and has been well attended.

Curry/Ceilidh Night

After the last Hall meeting Cherry met Julia Latif and provisionally arranged a Curry Night for Saturday, 10th August followed by our Ceilidh Night. Clare suggested, as an incentive to stay, the cost for people coming to the Curry Night should also include the Ceilidh afterwards! If Julia Latif is hiring the Hall, the cost of entry would be £8 but £2.50 for the Ceilidh only.

Councillor's Surgeries - Cherry

Councillor's Surgeries are not normally charged for by the Hall. However, Margaret Davidson said we should invoice Highland Council for these, as she has already had two surgeries so far this year, and Drew Hendry is booked for 15th May. Cherry asked the members, should we charge Highland Council? All agreed, yes they should be charged.

5. **Treasurer's Report – Ian Evans**

Ian ran through the Profit and Loss for period 1st September through 29th April and the Balance Sheet as at the 29th April. A number of large bills were paid during this period – Insurance £846, Sewage Treatment £494 and Oil £1380. Scottish Widows Deposit Account £36,718 yielded interest of £504 @ 1%. The Bank Account is healthy – no creditors. Maggies has already been invoiced. Income over Expenditure is £5231.22.

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

All outstanding jobs have been carried out including routine checks. The boiler and gas cooker has been serviced. Errol noticed the cooker knobs were on although the switch was off. A notice is to be displayed which says "check knobs before turning cooker on".

7. **A.O.C.B**

Clare asked everyone around the table if they had any other items to bring up.

a) **Cash for Maggie's**

Cherry Duncan said that she had given the cash for Maggie's supplies to Betty Draper.

b) **V.A.L.**

VAL helps small groups with their accounts. They did the Hall accounts last year at a cost of £100.

c) **Treasurer Vacancy - Ian**

Ian told everyone that he intends to give up the roll of Treasurer at the end of the Financial Year for the Hall, the 31st August. Ian said he intends to commit his time to his photography and climbing, and has already put out feelers for a replacement. In order to make it easier for the new person to take over, he suggested the committee consider getting a Hall lap top, with the Hall Accounts set up on it, which can then be passed on to a new person. Ian said it makes sense to have a Hall lap top with a programme belonging to the Hall. He suggested the programme "Quick Books" by Intuit. It is simple, easy to follow and updated on a regular basis which is included in the price. It operates on Microsoft systems and O.S. AVG free security would be ok. After a brief discussion on the matter it was agreed Ian and Errol to look at purchasing a computer and accounts package up to £500.

d) **Maggies – Cherry**

Cherry received an email from Mike McGloy confirming that they require catering for 870 people, and will pay us £3,000 for the event. Cherry said she had ordered everything from Brake Bros. except for the Salads which have been ordered from Swansons. An order for 10 x 2 litre bottles of Milk has been placed with the shop. Baking list estimated for this year's event is between 400 to 500 pieces. Cherry has set up a Helpers Rota from 8.00 a.m., in two hour shifts finishing at 6.00 p.m. Peak time is normally around 3.00 p.m., Cherry therefore, has arranged for more people to be on hand between 2 and 4.00 p.m. Clare thanked Cherry for all her efforts which were very much appreciated.

e) **Booker Card**

We have a temporary Booker card. 4 permanent cards will come in due course. Suggested card holder names were Cherry Duncan, Betty Draper, Clare Levings and Barbara Withers. The cards will be kept in a known location and Ian Evans requested that invoices are put in an envelope beside the cards.

f) **Lite Bites – Clare**

The date for the start of Lite Bites will be Tuesday, 16th July for 4 weeks finishing on Thursday, 8th August. Artist, Sandra Huggill will again be selling her Mountain Art during this time. Sandra pays commission to the Hall on any sales. This year, will be different, as she will also be selling on the other days and will therefore be required to be charged a commercial rate. At this point, Clare asked Ian to leave the meeting whilst the committee discussed the rate to

8. **Date of Next Meeting**

Tuesday, 10th June, 2013. 7.30 p.m.

The Meeting ended at 8.40 p.m.