

<b><u>Glenfarg Village Hall</u></b> <b><u>14 June 2017</u></b>				
<b><u>Agenda Item</u></b>	<b><u>Minute</u></b>	<b><u>Action</u></b>		
<u>Present:</u>	Cedric Wilkins, Kerry Davidson, Jean Andrew, Tim Corcoran, Robin Watson, Kate Armstrong, John Armstrong			
<u>Apologies</u>	Jim Eodanable, Robert Morton, Christine Morton, Mac Stewart, Mark Crossey, Tanya McKibbon, Lisa Garrett			
<u>In attendance</u>	Kareen McGregor			
<u>Minutes of previous meeting</u>	<input checked="" type="checkbox"/> Minutes of previous meeting (22 March 2017) approved.			

<p><u>Matters arising</u></p>	<ul style="list-style-type: none"><li>☒ Kate asked whether the hall Facebook page is public or a closed group. She will attempt to find out.</li><li>☒ Tim has installed a new light on the stage which is adequate for most activities on the stage. Technical/performance lighting is organised by David Aird but this light is fine for other uses. Ced still to speak to David Aird about costs/ recommendations relating to a new sound system.</li><li>☒ Ced has applied to Lochelbank for funding for furniture and equipment for the proposed community café and has included new kitchen crockery in this. Decision to be given mid-August.</li><li>☒ It was suggested local artists could be given the chance to display their work in the community café and possibly sell pieces as a result.</li><li>☒ The side gate at the hall will be fixed by Ced but due to the nature of traffic on this path the gate is unlikely to withstand the wear and tear. It was agreed both gates should be pinned open to avoid damage but available to close when the garden is in use by young people groups such as the toddlers.</li><li>☒ There has been no update from the pizza van owners as to when they might start operating.</li></ul>	<p><b>Kate</b></p> <p><b>Ced</b></p>	
<p><u>Hall Keeper's report</u></p>	<ul style="list-style-type: none"><li>☒ Tanya was unable to attend but provided the committee with a report on quarterly invoicing from 1 April-30 June.</li><li>☒ There has been an increase of £597.40 in rental charges compared to this period last year, although this may include some payments for rentals in the next quarter. However, there are still outstanding invoices for June of around £600.00 including the Glenfarg Gala weekend and the general election.</li><li>☒ No further issues to report.</li></ul>		
<p><u>Secretary's report</u></p>	<ul style="list-style-type: none"><li>☒ Kerry had no items for discussion.</li></ul>		

<p><u>Property Convenor's report</u></p>	<ul style="list-style-type: none"> <li>☒ The outside lights were full of water. Tim consulted an electrician who recommended a replacement and two of these have not been installed. Tim asked for the committee and hall users to give feedback on how effective they are before he installs a third light outside the meeting room.</li> <li>☒ Kerry mentioned that the exterior of the cupola was looking a bit shabby. This will be looked at.</li> <li>☒ Kareen asked if the outside windows could be cleaned. It was agreed Ced would purchase proper equipment for this and Kareen is happy to do the cleaning.</li> </ul>	<p><b>All</b></p> <p><b>Tim</b></p> <p><b>Ced</b></p>	
<p><u>Treasurer's report</u></p>	<ul style="list-style-type: none"> <li>☒ For the period Apr-Jun the hall took in £2,781 in rents.</li> <li>☒ The annual accounts are with the auditor but look likely to show a loss of around £1,700. Rents were down for the year and expenditure has risen – this will be discussed at the AGM in September.</li> <li>☒ The committee acknowledged a donation of £200 from soup-and-a-chat and gave its thanks for the organisers' generosity over the years. Kerry to send letter of thanks.</li> <li>☒ Jean asked if Tanya and Kareen could provide a monthly invoice as they are classed as self-employed.</li> <li>☒ The hall carries out its own fire checks and it was decided we should check the terms of our insurance regarding any fire certification</li> <li>☒ The electricity contract with SSE finishes in August and it was agreed we should look at other providers to find the best tariff.</li> </ul>	<p><b>Kerry</b></p> <p><b>Tanya/ Kareen</b></p> <p><b>Jean</b></p> <p><b>Jean</b></p>	

<p><u>Hall development</u></p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Ced updated the committee on creating a community café in the meeting room. As detailed above, a grant application for equipment has been made to Lochelbank. It is hoped to improve the ambience of the room whilst ensuring it is still appropriate for meetings.</li> <li><input checked="" type="checkbox"/> Robin happy to put an article in the newsletter once the café is ready and the committee should look to use all available mediums to promote this facility.</li> </ul>		
<p><u>AOB</u></p>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Kate suggested investigating <a href="http://easyfundraising.co.uk">easyfundraising.co.uk</a> which donates money to charities when people sign up and shop online with a variety of retailers through the app. Robin/Kate to look at registering the hall and this can then be promoted within the community.</li> <li><input checked="" type="checkbox"/> Kareen asked if more cleaning products could be ordered and will look at different suppliers to secure the best price.</li> <li><input checked="" type="checkbox"/> Robert asked for the issue of alcohol storage in the hall following pub nights to be raised as an issue as beer kegs have been left accessible to cub/scout groups. This has been discussed to ensure this won't happen again. This should be noted by the organisers of the gala weekend as alcohol will need to be removed for toddlers using the hall on the following Monday. Tanya to make this clear.</li> </ul>	<p><b>Mark / Ced</b></p> <p><b>Kareen</b></p> <p><b>Tanya</b></p>	
<p><u>Dates of future meetings</u></p>	<p>Date of next meeting: AGM, Wednesday, 13 September 2017 <b>at 8pm.</b></p>		