

NORTH KESSOCK AMENITIES ASSOCIATION

Minutes of Meeting held on 3rd June 2015 North Kessock Community Hall

Present: Seoras Swanson SS Evelyn MacDougall EM
 Alison Swanson AS Liz Brooker LB
 Fiona Lennie FL Doreen Murray DM
 Trina McEwan TM

<u>ITEM</u>	<u>ACTI ON</u>
<p>1 Chair's Welcome Seoras Swanson chairing the meeting in Margaret's absence, and welcomed all to the meeting. (Also in attendance for early part of meeting: Kay, Rokskool4U – see item 6d)</p>	SS
<p>2 Apologies: Received from Margaret Brown and Fiona McKay</p>	SS
<p>3 Minute of Previous Meeting: (6th May). Approved. Proposed by LB seconded by AS.</p>	All
<p>4 Matters Arising:</p> <ul style="list-style-type: none"> • Inverness Courier: Have been contacted by phone and letter, not come back to us, looks unlikely that we will get a story on the hall published. • Maintenance: contract: No progress to date. • Facebook/Web: Discussion on improvement/development of NKAA use of social media and web, agreed this need to be addressed. Evelyn and Fiona to meet with Seoras to discuss. 	AS SS All
<p>5 Treasurer's Report:</p> <ul style="list-style-type: none"> • Full accounts submitted to committee members. • Good month of income (May) - £1,947.22, expenditure £1,876.40, balance £70.82 • Major outgoings for May included: £732.44 (pellets) and £138.45 (repairs). • Outstanding invoices total: £1,845.50 	SS
<p>6 Booking Secretary(s) Report:</p> <p>Events:</p> <ol style="list-style-type: none"> a) A wedding booking for August, has been cancelled. b) June wedding - Contact numbers of committee required who are willing to monitor late evening activities (outside hall) and cleaning of hall/use of bins, after this event. c) Bins are still being used inappropriately (wrong waste in bins). Laminated sheets will be place above the bins. (Alison and Doreen). <p>Clubs:</p> <ol style="list-style-type: none"> d) Rokskool4U member Kay, attending early part of the meeting and raised a number of issues of concern to her group regarding the hall. Including: cleanliness, hourly rates, (in particular downtime costs) web and Facebook content/use. Points raised will be investigated. e) Enquiry received on the possible use of the stage for table tennis, insufficient space. 	AS All LB
<p>7 Caretaker/Janitor:</p> <ul style="list-style-type: none"> • Post will be advertised locally and on NKAA web, for 15-20 hours per week contract. Responses/enquiries re caretaker advert will be handled by AS & SS. We will also look at the cost of purchasing an industrial steam cleaner for the hall, and battery operated CCTV camera, to monitor the bin area. Timesheet/check list re hall areas to cleaned etc to be drawn up. 	AS/ SS

