

# NORTH KESSOCK AMENITIES ASSOCIATION

## Minutes of Meeting held on 6th April 2016

### North Kessock Community Hall

<b>Present:</b>	Margaret Brown	MB	Alison Swanson	AS
	Seoras Swanson	SS	Liz Brooker	LB
	Trina McEwan	TM	Evelyn McDougall	EM
	Fiona McKay	FM		

	<u>ITEM</u>	<u>ACTIO N</u>
1	<p><b>Chair's Welcome:</b> MB welcomed all to the meeting and introduced Susan Cord, Minister of Church of Scotland. possibly taking up role as Trustee for the Hall. Discussion followed on role of hall Trustee(s).</p>	MB
2	<p><b>Apologies:</b>                      None</p>	MB
3	<p><b>Minutes of last meeting:</b> Approved - proposed by LB, seconded by AS.</p>	
4	<p><b>Matters arising:</b> Item 1: Solar panel proposal: - no progress to date. Item 4: Temporary storage space under the stage has been identified for use by the dancers. Item 8: Summer show – children's themes. MB has been to school. Alternative classes to be circulated.</p>	
5	<p><b>Treasurer's Report:</b></p> <ul style="list-style-type: none"> <li>● Full financial report for March 2016 presented to committee. In summary: Income for month - £2,768.21; Expenditure - £872.87. (Costs for month included: £427.86 electric bill). Income includes £500 from the Estate of the late Mrs Fairie.</li> <li>● Outstanding invoices total - £1,719.00.</li> <li>● Excess income over expenditure (for same period as last year) up by £1,895.34.</li> <li>● Major outstanding invoices – NKAA bank statement to be checked.</li> </ul>	SS
6	<p><b>Booking Secretary(s) Report:</b></p> <ul style="list-style-type: none"> <li>● Note has been sent to all re correct use of bins/recycle bins/leaving lights and heating on.</li> <li>● Total income for March - £1,233.00.</li> <li>● Events bookings will be managed by Evelyn for a temporary period (May).</li> <li>● Resources (committee members) – discussion on attracting new members to help run the hall. To be discussed further.</li> <li>● Public Liability insurance – cover all hirers.</li> </ul>	LB & AS
7	<p><b>Maintenance Report:</b></p> <ul style="list-style-type: none"> <li>● None</li> </ul>	SS

8	<p><b>Kitchen refurbishment:</b></p> <ul style="list-style-type: none"> <li>● Contractors will be submitting their proposals/costs.</li> <li>● Funders deadline: 25th April</li> <li>● Supporting letters from the community would be useful for application. Hall users to be contacted.</li> </ul>	All
9	<p><b>Fire alarm test:</b> Done</p>	SS
10	<p><b>AOCB:</b></p> <ul style="list-style-type: none"> <li>● <b>Flag:</b> Committee contact numbers for erecting flag – to go onto notice boards and web.</li> <li>● <b>100 Club:</b> Draw made: £25.00 – M. McEwan; £15.00 – M. Ross; £10.00 – D. Sinclair.</li> </ul>	All
11	<p><b>Date of next Meeting:</b></p> <ul style="list-style-type: none"> <li>● Wednesday 4th May 2016, 7pm at 8 Bellfield Road, NK.</li> </ul>	All