

NORTH KESSOCK VILLAGE HALL BOARD MEETING

Minutes of meeting held on 10th April 2019 Committee Room, North Kessock Village Hall

<u>ITEM</u>	<u>ACTION</u>
<p>Chair welcomed all to meeting: Present: Seoras Swanson (SS); Trina McEwan (TM); Angus MacLean (AM); Helen Morrison (HM); Evelyn McDougall and Fiona McKay (FM).</p>	All
<p>1 Apologies: Cathy Lush and Alison Swanson.</p>	SS
<p>2 Minutes of last meeting: Minutes of 13th March approved - proposed by Helen seconded by Angus.</p>	All
<p>3 Matters Arising:</p> <ul style="list-style-type: none"> • Item 03: Men's toilet clean – invoice being followed up (Cathy). Forbes Cleaning agreed to do a regular 'specialist clean'. Seoras will email when hall is vacant – Wednesday's 1-5pm. 	CL SS
<p>4 Treasurer's Report:</p> <ul style="list-style-type: none"> • Full report for accounts to the end of March submitted to committee. • Income for month greater over expenditure, some outstanding bills still to be paid. • Outstanding (income) mostly paid, some others to be followed up. • Seoras thanked Helen for the financial report. 	HM SS
<p>5 Booking Secretary(s) Reports:</p> <ul style="list-style-type: none"> • Clubs/regulars: Nothing new to report, hall bookings at capacity (except Weds pm) • Events: All in hand, nothing new to report. 	EM
<p>6 Hall maintenance – overview of work:</p> <ul style="list-style-type: none"> • Fire door damage: Inspected by Seoras and (Angus) will apply a plywood patch to door. • Leak (disabled toilet ceiling); MacLeod's to be contacted again. • Three Fire Exit bulbs have been replaced, one spare bulb available. 	SS/AM SS SS
<p>7 Senior Party:</p> <ul style="list-style-type: none"> • Feedback to date, suggestions include a DIY style event, possibly an afternoon tea. • To be discussed at future meetings. 	SS
<p>8 Risk Assessment: Nothing to report</p>	SS
<p>9 SCIO:</p> <ul style="list-style-type: none"> • Email received from solicitor Jill Nicolson, apologising for delay, she is working on Title report, Seoras confirmed hall name as: North Kessock Village Hall. 	SS
<p>10 Membership: No new applications received.</p>	SS

Approved 08/05/2019

11	Defibrillator: <ul style="list-style-type: none"> • The AED Zoll defribulator from BHF, has temporarily been located inside main hall. • NKVH committee have completed a CPR/Defib training session. • Donations received to date - £280 in credit, which includes a £200 from Harry Gow bakery. • It was agreed at the meeting, to purchase a heated and alarmed external cabinet to house the AED unit, at a cost of £510 plus delivery and an electrical connection. • Training. A series of training sessions will be organised, starting with hall users, and training will offered to all in the North Kessock community, by holding 'open' training sessions. 	TM TM SS HM All TM
12	AOCB: None	All
13	Date of next meeting: Wednesday 8 th May 2019, 7pm at North Kessock Hall (committee room).	All
14	Fire alarm test: Will be done on Monday 15 th April.	SS

Minutes approved

R G Swanson

Seoras Swanson – Chair NKVH