

NORTH KESSOCK AMENITIES ASSOCIATION

Minutes of Meeting held on 2nd August 2017 **Committee room, North Kessock Hall**

| <u>ITEM</u> | <small>ACTION</small> |
|---|-----------------------|
| <p>Chair welcomed all to meeting: Present: Seoras Swanson (SS); Trina McEwan (TM); Helen Morrison; Margaret Brown; Alison Swanson; Evelyn MacDougall (EM); Angus MacLean (AM) and Fiona McKay (FM)</p> | |
| <p>1 Apologies: Cathy Lush.</p> | SS |
| <p>2 Approval of Minutes – Proposed by Evelyn, seconded by Angus.</p> | All |
| <p>3 Matters Arising:</p> <ul style="list-style-type: none"> • Item 3 – Hall manual: Available for next meeting. • Item 6 – Hall snagging: ongoing, Seoras has contacted joiner. • Item 9 – Flower themed ‘seat’ on order. | |
| <p>4 Treasurer’s Report:</p> <ul style="list-style-type: none"> • June - financial report for submitted, nothing major, a better ‘cash flow’ month was noted. • July – payments – roof repair costs will show in outgoings • Recouping outstanding hall payments discussed. Various payment options will be pursued, to progress efficient cash flow. | HM |
| <p>5 Booking Secretary(s) Reports:</p> <ul style="list-style-type: none"> • Events – nothing to report. • Clubs/Regulars – Basketball, fitness, dance and ‘love food’ workshops – booked. • Bookings for July and August (events and club/regulars) – light bookings for both noted. | AS EM |
| <p>6 Hall roof:</p> <ul style="list-style-type: none"> • MacLeod Roofing will be in hall this week re roof repair. Reported that the toilet roof is leaking, MacLeod Roofing will observe during their visit. Invoice ‘on hold’. | SS |
| <p>7 SCIO:</p> <ul style="list-style-type: none"> • Seoras had meeting with Graeme Watson - property (hall) Trustee representative • The hall has two management/ownership structures; A/ Property Trustees and b/ Management committee, both are charities. • NKAA to apply to OSCAR to register the new ‘successor organisation’ with SCIO • Graeme Watson will undertake ‘Property Trustees’ transfer • Draft Q and A’s regarding proposed changes to be sent to Seoras. | SS |
| <p>8 Risk Assessment:</p> <ul style="list-style-type: none"> • Item will be discussed at future meeting as Cathy Lush not present. | CL |

| | | |
|----|--|-----|
| 9 | <p>Summer show:</p> <ul style="list-style-type: none"> • Judges etc in place. Liz and Cilla to be emailed re helping the judges. • Addition raffle tickets to be purchased (Fiona); Judges 'thank you's' wine etc to be sourced. • Updated 'event timetable' to be circulated. | TM |
| 10 | <p>AOB:</p> <ul style="list-style-type: none"> • Bike rack: An additional rack (one) can be added if they are all 'realigned'. • Bottle re-cycle bins: Moving bins to the hall will affect space available for car parking, after discussion it was agreed that the hall will not be able to accommodate the re-cycle bins. | All |
| 11 | <p>Dates of next meetings:</p> <ul style="list-style-type: none"> • SCIO - Wednesday 30 • NKAA - Tuesday 5 • NKAA - Wednesday 27 | All |
| 12 | <p>Fire Alarm: Test undertaken prior to the meeting.</p> | SS |