

# **NORTH KESSOCK AMENITIES ASSOCIATION**

## **Minutes of Meeting held on 1<sup>st</sup> February 2017** **Committee room, North Kessock Hall and 8 Bellfield Road, NK**

<u><b>ITEM</b></u>	<u><b>ACTION</b></u>
<p><b>Chairman welcomed all to meeting:</b> Present: Seoras Swanson (SS); Trina McEwan (TM); Helen Morrison (HM); Liz Brooker (LB); Cathy Lush (CL); Evelyn MacDougall (EM); Doreen Murray (DM); Fiona McKay (FM).</p>	SS
<p><b>1 Apologies:</b> None forward.</p>	SS
<p><b>2 Kitchen project:</b> All present, inspected work in progress re kitchen/hall floor refurbishment.</p>	All
<p><b>3 Approval of Minutes–</b></p>	All
<p><b>4 Matters Arising:</b> Item 10: Evelyn had contacted Mr Hamilton Grierson who said the offer had been taken up by another community group.</p>	SS EM
<p><b>5 Treasurer’s Report:</b></p> <ul style="list-style-type: none"> <li>• No report presented for January. A January/February report will be presented at next meeting. Transactions noted in regard to kitchen refurbishment.</li> </ul>	HM SS
<p><b>6 Booking Secretary(s) Reports:</b> Clubs/Regulars - Liz reported:</p> <ul style="list-style-type: none"> <li>• New dance practice booking received.</li> <li>• Not charged club/regulars during hall refurbishment period, due to disruption and restricted access to full hall facilities. Income generated during January £700.75.</li> <li>• Liz will be standing down from booking secretary duties. Evelyn supported by Cathy will be taking forward booking secretaries/invoice management duties.</li> </ul> <p>Events – Seoras reported for Alison:</p> <ul style="list-style-type: none"> <li>• Ceilidh dance on 18</li> <li>• Discussion on definition of ‘community event’, outcome of which was: Adult/private event &amp; Junior/private event; Community open event &amp; Charity open event.</li> </ul>	EM & CL  All
<p><b>7 SCIO:</b></p> <ul style="list-style-type: none"> <li>• Seoras has been in touch with MacLeod and McCallum (M&amp;M) and arranged a meeting to take forward transfer NKAA from a SCO to SCIO and legal requirements in regard to this process.</li> <li>• Document provided by SCVO relating to changes in (NKAA) Constitution. Seoras read out four pertinent points re constitution change. Details will be discussed at meeting with M&amp;M.</li> </ul>	SS
<p><b>8 Risk Assessment:</b> Cath requires the RA attachment sent on 11 January. Seoras to resend document.</p>	CL SS

9	<b>AOB:</b> <ul style="list-style-type: none"><li>• Facebook (FB): Fiona will post note on NKAA FB page re hall events hall. 257 people on FB.</li><li>• Money found during kitchen clearance has been traced and will be returned to the group.</li></ul>	All
10	<b>Date of next meeting:</b>	All