

# NORTH KESSOCK VILLAGE HALL BOARD MEETING

## Minutes of meeting held on 10<sup>th</sup> July 2019 Committee Room, North Kessock Village Hall

<u>ITEM</u>	<u>ACTION</u>
<p><b>Chair welcomed all to meeting:</b> Present: Trina McEwan (TM); Angus MacLean (AM); Evelyn McDougall (EM) and Cath Lush (CL). Trina chaired meeting in Seoras's absence.</p>	All
<p><b>1 Apologies:</b> Received from: Seoras Swanson; Alison Swanson, Helen Morrison and Fiona McKay.</p>	TM
<p><b>2 Minutes of last meeting:</b> Minutes of 12<sup>th</sup> June, approved, proposed by Angus and seconded by Cathy.</p>	All
<p><b>3 Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• Item 3: <u>Men's toilets</u> - 'deep clean' (Wednesday pm's identified as free) date TBC by Cathy.</li> </ul>	Action (Cathy)
<p><b>4 Treasurer's Report:</b></p> <ul style="list-style-type: none"> <li>• Helen emailed prior to meeting to state that she had computer issues and would not be able to provide a report for the meeting.</li> </ul>	HM (via email)
<p><b>5 Booking Secretary(s) Reports:</b></p> <ul style="list-style-type: none"> <li>• Clubs/regulators: One new (temporary) booking, Seasonal drop in hall use. The Sunday pm dance booking has suggested a jointly run fundraising 'dance' event. The dates of our next two committee meetings (5 Aug and 11 Sept) are to be given (<u>Evelyn</u>) to them to attend and discuss proposal.</li> <li>• Events: No bookings at present.</li> </ul>	EM  Action (Evelyn)
<p><b>6 Hall maintenance – overview of work:</b></p> <ul style="list-style-type: none"> <li>• <u>Roof leak</u> in disabled toilet – ongoing, exacerbated with current heavy rainfall. <u>Trina</u> to check with Seoras current correspondence with MacLeod Roofing, and follow up.</li> <li>• <u>Kitchen flood:</u> During a weekend daytime event the kitchen floor flooded, which appeared to come from the dishwasher area. Angus cleaned out the filters and 'bailed out' the sump. Plumber (Murray Menzies) will look at this. (Tues 16 July @ 1200 – <u>Angus and Cathy</u> attending).</li> <li>• <u>Paint and door stop:</u> Angus has fitted new doorstops on main hall doors and has receipt for paint – to be re-inbursed.</li> <li>• <u>Refuse bins:</u> Hall user left black bags on top of bins which birds raided, resulting in rubbish spread around the hall which Angus cleared up. <u>Hall user's manual to be updated</u> re refuse disposal.</li> <li>• Thanks given to Angus for his work on: repairs, painting and rubbish clearing.</li> </ul>	Action (Trina)  Action (Angus & Cathy)  Action (Cathy)
<p><b>7 Senior Party:</b> To be carried forward.</p>	
<p><b>8 Risk Assessment:</b> To be carried forward.</p>	
<p><b>9 SCIO:</b> To be carried forward.</p>	

10	<b>Membership:</b> No new applications received.	SS																								
11	<p><b>Summer show:</b></p> <table border="0"> <tr> <td><b>Section:</b></td> <td><b>Judge:</b></td> <td><b>Scorer/helper:</b></td> </tr> <tr> <td>• Fruit &amp; Vegetables:</td> <td>Simon Fraser</td> <td>Seoras</td> </tr> <tr> <td>• Flowers</td> <td>Jean Munro and George Edmunston</td> <td>Evelyn</td> </tr> <tr> <td>• Baking &amp; produce:</td> <td>Carol Tuddenham + ?</td> <td>TBC</td> </tr> <tr> <td>• Arts, Craft &amp; Photography</td> <td>Maggie MacDonald (&amp; children's)</td> <td>Cathy</td> </tr> <tr> <td>• Auction</td> <td>George Tait</td> <td>All who can</td> </tr> <tr> <td>• Catering from 1.30pm</td> <td>-</td> <td>“ “ “</td> </tr> <tr> <td>• Judges catering</td> <td>-</td> <td>Alison Swanson</td> </tr> </table> <ul style="list-style-type: none"> <li>• Setting up – hall free from 6.30 on Friday 9<sup>th</sup> August. Anyone who can help.</li> <li>• Paperwork – score sheets, winners certificates, entry tabs etc <u>to be printed</u></li> <li>• <u>Show schedule to be posted on hall website and Facebook – Fiona to be asked</u></li> <li>• <u>Checklist for show to be circulated before next meeting.</u></li> <li>• <u>Banner to be put up outside hall</u> three weeks before show (done Thurs 11 July)</li> </ul>	<b>Section:</b>	<b>Judge:</b>	<b>Scorer/helper:</b>	• Fruit & Vegetables:	Simon Fraser	Seoras	• Flowers	Jean Munro and George Edmunston	Evelyn	• Baking & produce:	Carol Tuddenham + ?	TBC	• Arts, Craft & Photography	Maggie MacDonald (& children's)	Cathy	• Auction	George Tait	All who can	• Catering from 1.30pm	-	“ “ “	• Judges catering	-	Alison Swanson	<p>TM</p> <p>Action (Trina) “ “ ( “ &amp; Angus)</p>
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12	<p><b>AOB:</b></p> <ul style="list-style-type: none"> <li>• <b>Summer show</b> – detailed above</li> <li>• <b>Resignation:</b> Fiona tendered her resignation from the hall Board. She will be missed as active member and our thanks go to Fiona for all her hard work on the hall committee over a number of years.</li> </ul>	TM																								
13	<b>Date of next meeting:</b> Wednesday 7 <sup>th</sup> August 2019, 7pm at North Kessock Hall (committee room).	All																								
14	<b>Fire alarm test:</b> Will be done week beginning 15 <sup>th</sup> July	Action (Trina)																								

Minutes approved

*C M McEwan*

Trina McEwan – Vice Chair NKVH

Approved 07/08/2019