

Glenfarg Village Hall 14 December 2016		
<u>Agenda Item</u>	<u>Minute</u>	<u>Action</u>
<u>Present:</u>	Cedric Wilkins, Kerry Davidson, Robert Morton, Christine Morton, Jean Andrew, Tim Corcoran, Robin Watson, John Armstrong, Lisa Garrett	
<u>Apologies</u>	Mark Crossey, Kate Armstrong, Jim Eodanable, Mac Stewart	
<u>In attendance</u>	Tanya McKibbon, Karen McGregor	
<u>Minutes of previous meeting</u>	<ul style="list-style-type: none"> Minutes of previous meeting (21 September 2016) approved. 	
<u>Matters arising</u>	<ul style="list-style-type: none"> Tanya and Ced to prepare article for the newsletter highlighting free times in the hall and an update on the fundraiser. Tim added non-slip flooring to the fire exit off the main hall. Lisa set up a Facebook page for the hall. Lisa will link this to the Grapevine Facebook page and Glenfarg.org. Lisa asked the committee to like the page and send her any images they may have of each room in the hall being used. Thanks were given to Lisa for her help with this matter. Tim has a joiner lined up to install a child safety handle on the front door. Ced to call David Aird about costs/ recommendations relating to a new sound system. Tanya decided a second email address for hall users was not required. The Scouts have had a few foam balls go missing from the under-stage drawers. Instead of adding a lock it was agreed the balls could be stored in the cleaning cupboard. Karen to give Robert or Christine a copy of the key. 	<p>Tanya & Ced</p> <p>All</p> <p>Ced</p> <p>Kareen</p>
<u>Hall Keeper's report</u>	<ul style="list-style-type: none"> Tanya told the committee we are starting to get more daytime bookings. Hall income is down approximately £170 on the same quarter last year. It was necessary to make a refund to a hall user as the kitchen was left dirty by a previous function. The issue has been addressed and won't happen again. The LEADER funding group would like to use the hall for a talk to a group, using the hall as an example of a project they have funded in the past. They require a screen for a presentation 	Tanya / Robin

	Tanya to liaise with Robin regarding this.	
<u>Secretary's report</u>	<ul style="list-style-type: none"> Kerry has researched costs for new crockery with a catering supplier. For 120 place settings (plates, side plates, bowls, cups & saucers) the cost would be just over £500. Ced to investigate securing Lochelbank funding for this. 	Ced
<u>Property Convenor's report</u>	<ul style="list-style-type: none"> The hall has been redecorated using Lochelbank funding (cost £2,200). Some paint is left should any touch-ups be needed. Ced suggested using the surplus money (£630) to install wrought iron gates to the side of the hall and a child-safety lock on the front door. There have been some problems with the hall heaters but Tim is dealing with the issue. Tim has almost replaced all bulbs requiring changing. Robert asked about the light on the stage which seems to not be coming on. Tim will look at this. 	Tim
<u>Fundraiser 23 December</u>	<ul style="list-style-type: none"> Ced and Tim have organised a family fun/pub night. Tanya to add details to email group of hall users. It was asked that as many members of the hall committee attend as possible. 	Tanya
<u>AOB</u>	<ul style="list-style-type: none"> Ced has put some new recycling bins in the kitchen to help following the introduction of smaller waste bins. This will help users segregate waste at source. Tanya to add a note to the booking form. Will review in the future. 	Tanya
<u>Future of the hall</u>	<ul style="list-style-type: none"> Ced has prepared a document looking at various opportunities for the future development of the hall. He asked the committee to consider the ideas to be discussed at the next meeting. 	All
<u>Dates of future meetings</u>	Date of next meeting: Wednesday, 22 March 2017 <u>at 8pm.</u>	