

Minutes: Garvald Village Hall Committee (GVHC)

Wednesday 3rd August 2016

Attendees: Jim Pattison (JP,) Chairman; Katy Mowat (KM,) Secretary; Hazel Clark (HC,) Treasurer; and Sarah Ramsay (SR.)

Apologies: Laura Young (LY;) Eric Easton (EE;) Susan Macaldowie (SM;) Rob Freeland (RF;) Roy Evatt (RE;) and Barrie Ash (BA,) Booking Secretary.

June Minutes

- Proposed by SR and seconded by JP

Matters Arising from Actions Points

Hall Lights

- HC has now spoken to Davy Hood (DH) and reports that the upgrade of the Hall lights should happen in mid to late August

Windows

- HC has not had time to speak to Alan Oliver (AO) with regards to painting the kitchen windows, so JP offered to instead
- **ACTION: JP**

Roof Survey

- KM apologised for not having had time to liaise with Graeme Millar, a roof surveyor, with regards to looking at the Hall roof
- It was agreed that she should hold off for now, and that the fabric of the Hall be tabled for discussion by the committee later in the year

“Hazel Handover”

- SR and HC agreed to make a date for a handover meeting, prior to the latter’s retirement, so the former can learn more about the lay-out of the Hall, where things are kept etc
- **ACTION: SR and HC**

Bins

- Despite asking for help from attendees, it seems that the bins are not being put out after Pilates on Tuesdays
- As such, it was suggested that we should ask Avril Julien (AJ,) the Hall’s cleaner, to do it as part of her weekly work in the Hall
- **ACTION: JP**

PA System

- This is now up and running, thanks to Dave Ramsay’s (DR) hard work
- He has also provided an “idiot’s guide” for users, which has been laminated and left on the stage with the microphones, and he will also stage a demonstration for committee members at some point soon

Clock

- In SM’s absence, there was no further discussion of buying a new clock for the main Hall
- **ACTION: SM**

Dishwasher

- KM apologised but she had not had time to investigate the pros, cons and prices of installing an industrial dishwasher in the Hall

Chairs

- Following a recent wedding, where the hirers brought in chairs and created a significant amount of hassle for BA and AJ as a consequence, it was suggested that we inform all future hirers that they must use the Hall’s own chairs
- There was some discussion of this, and all agreed that it was a good idea where possible i.e. for weddings with less than 100 guests as the Hall only owns 100 chairs

Events

Relaunch Event

- KM apologised for not taking the proposed Relaunch Event forward since the last meeting, and questioned whether there was really much enthusiasm for it amongst the committee
- There followed some discussion, and it was agreed that the event should be put on hold for now and attention focussed on the AGM

AGM

- KM confirmed that the Hall has been booked in the evening of Wednesday 5th October, and said that she would post a "save the date" on the village website
- SR suggested incorporating ideas from the Relaunch Event, e.g. showcasing the PA System and serving sparkling wine and canapés, and making it more of an Annual General Party
- The next routine committee meeting, on Wednesday 7th September, will be critical for organisation so JP said he would email all members and encourage as many as possible to attend
- **ACTION: KM and JP**

Treasurer's Report

Balances

- Current Account: £23272.20 – after paying £264 for a boiler service
- 100 Club Account: £1642

Year End

- The Hall's financial year came to an end as of 31st July
- HC has begun to prepare the books, and believes there to be a surplus
- She said she would finalise them as soon as possible, before handing them over to Gary MccGregor for auditing
- **ACTION: HC**

HC's Handover to SM

- HC reported that she'd yet to meet SM with regards to handing over Treasurer's responsibilities
- JP said he would speak to SM and remind her
- **ACTION: JP**

AOB

KM's resignation

- KM reported that she had written to JP, asking to resign as secretary and stand down from the committee come the AGM

Strimming at the rear of the Hall

- HC reported that the area around the gas tank needs strimming, and asked for volunteers
- SR kindly said she would ask DR to see to it – many thanks to her
- **ACTION: SR**

Date of next meeting: 7.30pm on Wednesday 7th September.