

Arngask Hall Board Meeting Wednesday 20th April 2022 @7.30pm

<u>Agenda Item</u>	<u>Minute</u>	<u>Action</u>
<u>Present:</u>	Ced, Christine, Gillian, Caroline, Hilary, Amy	
<u>Apologies</u>	Bryan, Isla, Robert, Chris	
<u>Matters Arising</u>	<ul style="list-style-type: none"> • Caroline has started an inventory of hall equipment/property. It is complicated as various user groups store things in the hall but she will write it up when finished collating it. • Cat Scott had volunteered to help with Friends of GCC. Gillian is to get in touch with her to chat through her involvement. • H&S sub committee (Robert, Bryan & Brian Harrison) have been working away. Bryan has the electrical Safety Certificate. This doesn't include PAT testing which we can do ourselves. Electrical sockets have also been moved from a dangerous position near the kitchen taps and reinstalled & tested. Light bulbs have been ordered for the hall & will be fitted by Robert & Tim C once they have arrived. • Robert had approached a couple of builders in the village to see if they would fit the vinyl floor on the fire escape. No-one was interested. Robert & Christine will bring down a roll of vinyl from the previous refurbishment of the hall to see if its big enough. Hilary might be able to undertake the work. • Gillian stated that the temporary amended letterhead was done by Ineke Watt & is now with Isla for invoicing usage. • LOGO. Ineke, Gillian & Hilary are going to work up design ideas to create a new fresh logo for the hall for the next Board meeting. • The website which was amended successfully by Hilary is experiencing problems. It turns out that after consultation with the host company 123 site, Hilary needs verification from Janet Watson after Robin's demise. Robin had paid for the hosting & was reimbursed by GCC. The site really needs to be streamlined now by removing extraneous links/tabs etc. Once Hilary gets the verification process sorted she will start to consult & propose a new design showing us trial version by link. There needs to be a better link with Glenfarg.org to the Community Centre website. Once the Schoolhouse building work is complete then the site will have its own identity with more activities/info being added. 	<p>Gillian</p> <p>Ced/Robert</p> <p>Robert/Christine/Hilary</p> <p>Gillian/Hilary</p>

	<ul style="list-style-type: none">Ced stated that he had sent an amended AGM minutes to us all today – Wed 20th which we agreed.	
<u>Hall-keeper's Report</u>	<ul style="list-style-type: none">Isla had circulated her bookings and financial report and this was noted.Amy Gornall was introduced as the new hall caretaker. She gave us a rundown on her thoughts/experience of managing her job as caretaker. She had various issues which were discussed such as finding the 3rd fire alarm tricky to test. (Robert is to check all of them), she wasn't satisfied that the cleaners were doing a very good job. Amy to discuss with Isla regarding being notified properly when the cleaners are coming to clean. And also to report any issues/faults to Isla. There is the continuing problem with users leaving dirty tea towels in the sink.There is a new green bin from PKCo.Ced has turned off underfloor heating.Electricity use in the hall. The price hike in electricity is becoming a real issue for the future of the hall. Ced stated that the monthly usage of electricity was £700 and this is obviously unsustainable. Users have been forgetting to leave things as they found them & heating has been left on for considerable periods of time. As well as these new increases, it is imperative that we do the following: 1) Double the rent . Gillian is to look into other local hall rates for comparison... 2) Make hall users aware of the situation by sending out a Facebook message. 3) Charge non-compliant users a surcharge if they don't switch off lights but especially the heating in the hall & the meeting room. Robert & Isla are working on getting T&C forms signed by users.The general situation regarding electricity was discussed & it was felt that the oil-filled radiators in the meeting room should be removed for the summer as they were energy inefficient. The large heaters in the hall came under scrutiny as they used a lot of energy... this is an ongoing issue that needs attention.Caroline had spotted that a piece of zinc on the ridge line needs reattached. It was noted.	<p>Robert</p> <p>Gillian</p>

<p><u>Secretary's Report</u></p> <p><u>Treasurer's Report</u></p>	<ul style="list-style-type: none"> • There was nothing to state. • Chris McLeod was away. • Chris, Ced, Isl & Gillian are all signatories of the bank account. It has taken a while to sort this. 	
<p><u>Schoolhouse Update</u></p>	<ul style="list-style-type: none"> • Ced is very happy with the work so far. • New ceilings have been installed with lighting • Ceiling in stairwell now has new Velux to comply with building regs. • There is new plasterboard on the walls in the stairwell. • There are a few extras including the electrical work (which was always not included) to be paid for. We don't know the sum yet. • All the electricity is on single phase in the Schoolhouse – the hall is three phase. • Bonthron electrical contractors are sorting the fire alarms to F1 throughout both buildings and Ced is going to ask them about motion sensors for the hall heaters. • It was noted that the builders have driven across the grass & it will need reinstating. • It is estimated that the work will be completed by mid-June. • We will need to find volunteers to paint/clean, lay floors/vinyl & carpet, create curtains & blinds & we need to find funds to buy materials too. • The Glenfarg Shin-dig is to be held on June 10th/11th with a ceilidh on the Friday night in the hall and a party at the back of the hall on the Saturday using all the green space. • Hilary brought up the subject of café/centre management. Ced directed her to the hall business plan. Decisions will happen once the Community Centre is nearer this stage of completion. 	
<p><u>AOB</u></p>	<ul style="list-style-type: none"> • Gillian to ask Douglas Fraser if he can cut grass with the GIDB sit on lawnmower. • Gillian asked for a preview of the Schoolhouse. This is to be done at the end of May. It won't be possible to show the general public around 	

	at the mid-June party unless the building work is completed.		
	Date of next meeting June 8 th at 19.30		