

Minutes of Meeting of the Directors of the Board of Lismore Public Hall

held Wednesday 8th January 2020 at 7pm in the Committee Room

Present: Anna Stewart (AS), Gilly Dixon Spain (GDS), Roger Dixon Spain (RDS), Sean MacDonald (SM), Archie MacGillivray (AMG), Eva Tombs (ET)

1. **Apologies:** Kiki McColl
2. **Declarations of Interest.** There were no declarations.
3. **Minutes of Previous Meeting:**
 - a. Draft minutes for meeting Wednesday Oct 30, 2019, read out by RDS accepted as a true record of the meeting. Proposed by GDS and seconded by AS.
4. **Matters arising:**
 - a. **Island Website.** Iris Piers and Sarah McDonald are now the main carriers of Island website. RDS and ET to keep trying to get the hall minutes on to the site. Bob Davies had agreed with GDS that he would post minutes and policy papers on the appropriate page.
 - b. **Stage Screens.** RDS to work with KK to get the stage screens finished. Dan is still owed £31.48 for plywood he purchased for this project. GDS to reimburse him. RDS to work on basement cupboard when he has the time
 - Water filters** Sean to keep checking them as per schedule and to recharge with Milton next week.
 - c. **Environmental policy.** Agreed to post it on the Island Website along with minutes, once this has been done by GDS it can be taken off the agenda.
 - d. **Medical fund and defibrillator.** ET has applied for grant from Scottish Sea Farms to pay for the balance of a defibrillator.
 - e. **Hall Signage.** GDS and RDS haven't yet finished the working on the Hall sign, SM is thinking about helping with this.
 - f. **Whist drive** made £78. Next whist/beetle drive date 22 Feb 2020.
 - g. **Kitchen development/Online survey.** It was decided that the subject of the kitchen would be left until the next meeting. The need for a fit for purpose hall kitchen and a more comprehensive discussion involving the whole island regarding the future of the hall was discussed. It was unanimously agreed that the more pressing subject of the Island shop/post office should take everyone's attention just now, so this will be left for now.
 - h. **Craft Fair.** The organiser of the Craft Fair made a request to the hall to keep the funds raised by them on the day instead of paying rent. This had not been agreed in advance so was denied and it was decided there was a need to renegotiate the contract between the craft fair and the hall before the next fair, both for the sake of clarity and for the financial benefit of both parties.
 - i. **Hall Diary for posting/shop and hall.** Anna's and Eva's broadband had been down making this task impossible.
 - j. GDS to send a card to Babs thanking her for the Christmas tree that she had donated.

- k. **New Year Dance.** Was much enjoyed by many, though the numbers were not as high as in previous years. Total amount of money taken was £966.65. £500 went to the band and £62.45 to the shop for incidentals (milk, bread, sandwich fillings raffle prizes, juice etc) Leaving a total to bank of £404.20.
 - l. **Directors roles** were discussed and it was become very clear that the work-load is very unequally shared on the Hall board. There are not enough directors and the administrative tasks of running a Charity are onerous, many of us require more IT skills. It was decided that **RDS** would to talk to HIE to see if they had any training that would be suitable, any training would also be offered to other members of the community.
5. **Treasurer's Report.** The bank balance at the end of the financial year 31/12/2019 was £18,294.79 we started the year with a balance of £14,709.58. We had aimed to pay off the deficit including capital of £3446.90 caused by unexpected electrical work in 2018, and this has been achieved. The balance today in the new financial year is £18,394.79. GDS also presented graphs of year on year expenses versus income and year on year bank balances which show that we are back on track with income versus expenditure. GDS is preparing the accounts to be sent off to Andrew Laird in the next week.
 6. **AGM:** The Meeting will be held on 18th March 2020 at 8pm, to coincided with Lismore Community Transport AGM at 7pm, which is proved to help with attendee numbers.
 7. **New Director nominations.** It was felt that everybody needed to talk to people to encourage nominations for places on the Board. **RDS** to post a Facebook message well in advance of the AGM.
 8. **Board Director Training** see above (4, l)
 9. **Good Governance** nil
 10. **Directors Responsibilities** see above (4, l)
 11. **AOB:** A Triathlon is being planned by a Company called Durty Events for 3rd/4th October 2020 on Lismore. RDS has written to say would like to be involved in supporting the initiative. It might be an opportunity raise funds selling teas for instance.

Sports day dance. **AS** to look out for suitable bands.

12. **10. Date and time of next Meeting:** Wednesday 5th February 2020, at 7.00pm