

# Directors of Lismore Public Hall

November 4th 2021 7:30pm

Minutes of Nov 4th 2021

## Approval of Minutes from October 4th 2021 meeting

I) 9 corrections were raised of which MH agreed to implement.

## Matters Arising from Oct 8th Meeting:

### A. Stage Screens

I) Deferred to the next meeting (second time).

### B. Lock & Key Holders

I) LS to provide a lockbox for a public access key. LS will install as well. October 18th was set as deadline for purchase and installation.

- A lockbox is a small electronic box that holds a key inside. Once the code is typed into a keypad (on the front) the person can open it and access the key.

B) Agreement of: who has access, what the password code is, and how often the password code is changed, to be confirmed at the next meeting.

### C. Alcohol: Sale and Consumption on premises

I) JH presented her research and came to the conclusion that the money, time and effort involved in having alcohol on the site is just not worth it.

### D. Hall site (land)

I) Deferred to the next meeting (second time).

### E. Lumiere DVDS

I) Michael reached out to Dot Hay explaining how although we brainstormed 101 ideas at our last meeting as to how the DVDs could be used, the fundamental idea is that we are trying to get physical items out of the hall so we aren't willing to take on storing the DVDs at this time.

### F. Scottish Charitable Incorporated Organisation (SCIO)

I) Deferred to the next meeting (second time).

### G. Social Sub Group (SSGs) + Whatsapp Group

I) Facebook was agreed as the main focus for the foreseeable future. Twitter and/or instagram can be addressed in the future.

II) The group gave a rough idea of the first set of posts: topic, purpose, how they got to these ideas and where they hope for them to lead.

## Attending:

Sean McDonald(SM), Anna Stewart(AS), Michael Hanley(MH), Rachel Crossan(RC), Jane Hough(JH), Katy Crossan(KC), Laura Savill(LS), Shona Wright(SW), Eva Tombs Heirman(ETH), Kirsty Wright(KW).

## Next Meeting Items

Stage Screens (2), Lock and Key System (2), Sales Hall Site Land (2), SCIO (2), The Social SGs Update, Whatsapp Group, Water Testing Update, Internet Provider Update, Retired Members Gift, Hall Renovations,

III) LS asked ETH if she'd like to remain as Admin on the Lismore Public Hall FB Page. ETH said no and it was agreed that ETH would be removed as admin on the Lismore Public Hall FB page.

IV) Whatsapp group deferred to next meeting.

## **H. New Years Band**

I) KC confirmed the booking of Sileas Sinclair (three performers: Accordion, Fiddle, Drums).

## **I. Hall Sign**

I) Deferred to the next meeting (second time).

## **J. Water Testing**

I) ETH mentioned an email she received that the water testing will take place on Wednesday the 10th of Nov.

II) Sean agreed to take on the treatment and quality assurance of the water before the testing.

## **K. Triodos Bank**

I) ETH has changed the banking provider over to Triodos.

## **L. Moving Hall Money**

I) Completed by Eva

## **M. Internet**

I) JH quote: £20.40/ month (including VAT), 24 Month Contract, £4.99 Router Fee, £50 Line installation fee, Landline telephone additional £6.50/month.

**Total £20.40 + £4.99 + £50 = £75.39** first month followed by £20.40/ month.

Agreed not to add on Landline Telephone can reevaluate at a later date.

## **N. Retired Members Gifts**

I) Kept private as to remain a surprise.

## **Approve the minutes from the directors meeting.**

### **1. DVDs**

A) Misprint on Agenda DVDs matter concluded from last month's matters.

### **2. Constitution, roles and responsibilities of Directors**

A) Group decided that each person should know their positions, expectations and responsibilities. There should be a meeting held in an informal gathering to discuss these and other items that cannot, in a timely fashion be discussed in committee meetings.

B) The group decided they will have informal meetings every fortnight to discuss

matters and progress. These meetings will not be official and no public minutes will be kept. They are for the sole purpose of getting done what we agreed and to get a better hold on the roles we have. The first unofficial meeting will take place on Nov 18th at 7:30pm. The location is to be determined.

### **3. Bookings, Pricing policy and Money systems**

A) Pricing scheme will go back to prices that were created in 2017 and passed forward to 2019. Furthermore it was brought up that if prices are to change it must be brought in front of the hall committee for a vote.

B) JH announced the direction she would like to take the hall: The idea that the hall is for the use of the community, it is their hall, for use by them. The hall shouldn't be making money from locals using the hall but instead be raising the money to support itself by other means (ie, fundraisers, dances, etc..).

C) LS proposed allowing groups that meet in the hall to send a representative to quarterly meetings where they can bring up concerns, problems, suggestions and ideas. JH and KC seconded this proposal.

D) Invoices to groups charged so far this year will be rewritten and sent out to correct charges.

E) JH proposed establishing a common calendar that could be displayed publicly. JH said she will take on making a google calendar for public viewing.

### **4. Keys/ key safe**

A) Completed earlier in meeting

### **5. Hall redecoration**

A) It was agreed that before the front entrance is decorated (including paint, wallpaper, etc..) repairs must be carried out.

B) LS spoke for the Social Sub Group in saying an outreach social media campaign will be created for public input and resources once renovations are complete.

### **6. Roof and general maintenance and cleaning**

A) JH and MH will be spearheading the roof repairs. Including ordering products, and physically fixing the leak.

### **7. Phone Line / Wifi**

A) Concluded earlier in the meeting.

### **8. Holiday Dance**

A) It is agreed that details of dance will be discussed closer to the event as covid requirements will change and evolve by then.

B) The Social Sub Group presented their designs for posters and social media posts for group opinions (for the dance). Changes were agreed upon. Finite details will be discussed closer to the event.

C) Deferring holiday dance discussion to the next informal meeting.

### **9. Amazon Smile**

A) MH proposed advertising Amazon Smile to the public through Social Sub Group.

B) Social Sub Group agrees to create and publish a post advertising Amazon Smile.

NEXT MEETING: Informal meeting Nov 18th 2021.