

# Directors of Lismore Public Hall

January 6th 2022

Minutes of Jan 6th 2022

## Approval of Minutes from Dec 2nd 2021 meeting

I) ETH raised 1 correction prior to the meeting via email. MH agreed to implement.

## Matters Arising from Dec 2nd Meeting:

### A. Water Supply

I) Hall water supply failed test and needs holding tanks cleaned.

II) Agreed to meet Sat at 2pm to clean. LS to pick up cleaning supplies, JH to bring test strips, LS to pick up Dishwasher materials.

III) Andy Hough and JH will install the dishwasher on the same day.

### B. Broadband

I) Installed and working

II) JH to change password to be more user friendly.

### C. Hall Renovations

I) There are a number of things that need to be addressed in the hall from leaking windows to resurfacing the floor.

II) The group agreed to meet on Saturday while cleaning water holding tanks to make a list of all the items.

III) Furthermore it was agreed that a cleaning schedule would be put in place for weekly, monthly and yearly items that need to be cleaned/upheld.

### D. Constitution, Roles, Responsibilities

I) Bookings - Katy

II) Laura - Treasurer

III) Kirsty - Back up Minutes

### E. Booking Systems & Charges

I) LS + KC will meet separately to discuss new booking SOPs

### F. Isleoflismore.com

I) Website by - annual payments for hosting, next payment due April

II) Website Group was discovered to be a hall subgroup. Discussion ensued on how to better merge these and increase communication and transparency. It was decided we need to know more about the website group; how they operate, who leads, etc.. Before anything is done as to not step on toes or undo their hard work. LS + JH agreed to dig into this further.

## 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), Kirsty Wright(KW).

## **G. Fundraising Ideas**

I) Planning date specific celebrations (events that cannot be simply moved to the next week) was agreed should be avoided in the current ever evolving world of changes restrictions.

II) Proposed were: Afternoon Tea, Boot Sale, Whist Drive, Quiz Night, and more.

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

### **1. Socials Report**

A) Nothing to report due to holidays

### **2. Treasurer's Report**

A) JH + AS + LS will become (or already) the signatories.

B) MH reminded to forward Bowls money.

C) LS ran through the report and broke down items to better understand what they meant. Attached is the report.

D) Going forward it was agreed the Treasurer (LS) will give a brief report every monthly meeting.

NEXT MEETING :27th of Jan

## Treasurer's Report for December 2021

Laura Savill Presented 6th December 2021

### Income

08.12	Lismore Voices	£248	Concert & 11 Sessions
08.12	GP Surgery	£1874	Rent for the year
13.12	Amazon Core	£8.15	Amazon Charity
20.12	Community Bus	£28	Rent from LCB
24.12	NHS Highlands	£180	Rent for Booster Jags
29.12	Badminton	£216.70	Income from the year
Total		£2554.85	

### Incoming Outstanding

Bowls income

Parent Council – Santa Visit	£12.00
Total Outstanding	£12.00 + Bowls
Petty Cash to Hand	£30.25

### Outgoing

06.12	Water Test ABC	£260	Water Testing
08.12	Dishwasher for Hall	£219	Dishwasher
09.12	Printing accounts for AGM	£16.50	Payment to
15.12	ABC Refuse	£20.14	Direct Debit
31.12	ABC Refuse	£20.14	Direct Debit
Total		£535.78	

### Outstanding

Cheque to be paid in of

£49.99 for expenses incurred to MH £49.99

**Outgoings Outstanding** £49.99

Notes:

ABC Refuse has now been canceled and we are awaiting a refund

Can't see a copy of the receipt for money received from Badminton, Anna?

These accounts have been prepared from ETH's information that LS has received

Total Income for 2021 £5390.05

Total Outgoing for 2021 £5067.39

Total Profit for 2021

£241.66