

**Minutes of the Board Meeting of the Directors of Lismore Public Hall
held on Tuesday 4th September 2018 at 7pm in the Committee Room**

Present: Ann MacLean-Fleming (AMF), Colin MacLean Fleming (CMF), Roger Dixon Spain (RDS), Gilly Dixon Spain (GDS), Archie MacGillivray (AMG) and Anna Stewart (AS).

1. Apologies: Kiki MacColl (KK), Sean MacDonald (SM) and Fieke van Halder (FvH).
2. Declarations of Conflict of Interest – there were none
3. Minutes of Previous Meetings,

Board Meeting 14th July 2018: these were approved as a true record of the meeting. Proposed: AS; seconded: AMG
4. Matters arising:
 - a. Thanks were expressed to CMF for his assistance with ensuring that the Hall is compliant with fire regulations. CMF explained various details about the fire plan which is in place for the Hall. CMF will also fill in the monthly check list required in relation to this.

Action: CMF

- b. RDS suggested that the filters on the water system be changed six monthly, to ensure that the water is always up to the

necessary standard. A check sheet will be printed for this as well and it will be included in the Hall Diary.

5.

- a. Maps – there was nothing to report on this.
- b. Car Park – RDS reported that water had collected behind the tarmac area in the carpark recently. AMG will ask if it would be possible for the Council to put tarmac on the rest of the car park too.

Action: AMG

- c. Weed Control – CMF will burn the weeds in the car park as soon as possible.

Action: CMF

- d. Mops – GDS had been unable to find a suitable replacement as yet.
- e. Outside Bench – nothing to report at present
- f. Gutters – CMF will clean the gutters at the end of October.

Action: CMF

- 6. Treasurer's Report – A report was presented by GDS. The Sports Day dance was very successful, with a profit of over £700. There are fewer regular events being held at the moment though. CMF

reported that the Doctor had suggested that the surgery rent should be increased as it had not been raised for several years. There was discussion on how much the rent should be raised by and it was agreed that GDS would liaise with the Doctor about this. There has been some expenditure on repairs and renewals, including taps and a wall heater. £2095.78 was spent on electrical works by OES which ensured the Hall was compliant with current legislation. RDS noted that new income sources would be needed with the decline in regular Hall user groups. There were various suggestions, including quizzes, whist drives, Burns supper, race nights, etc. AMF will bring a fundraising ideas pack to the next meeting.

Action: GDS, AMF

7. Hall Dance 22nd September 2018 – there was discussion on the arrangements for this. Baking will be provided by GDS, AMF and AS. AMG and SM will be on the door and organise the raffle. FvH will be asked to produce a poster. AS will liaise with the band. It was agreed that the charge for the dance will be £10 and £5 for high school pupils.
8. Christmas Craft Fair – there was discussion on the catering for this. It was agreed that the Hall Board would take on the catering

again but that various members of the community would be asked to help with serving. There will be further discussion on specific catering arrangements nearer the time. The charge for lunch will be £5.

9. Charges for Doctors Surgery – covered above.
10. Data Protection/GDPR/ Island Website Group – nothing to report
11. Events/Potential shortfall in income – covered above.
12. Good Governance – it was agreed that a vote will be held when agreement is necessary on specific issues.
13. Director responsibilities – nothing to report
14. AOB – none
15. Date and time of next Meeting – 24th October 2018 at 7pm

The meeting closed at 8.40pm