



Executive Committee Meeting

February 20th, 2018

Minutes

1. **Attendees:** Sheena Ledingham (Chair), Jim Hart, Isobel Hendry, Angus Holmes, Robbie Walker
2. **Apologies:** Sarah Holmes, Lynda McLean, Councillor, Derek Ross
3. **Approval of Previous Minutes:** Proposed, Isobel : Seconded, Angus
4. **Matters arising**

i. Hall heating System	The heating system is operating as planned but some issues remain regarding the transfer of responsibility from Steve Oliver to Sheena for the RHI admin and payment.	Sheena
ii. Hall floor	An appropriate hard-wearing mat is to be purchased for hall entrance to safeguard the new floor. A count of the # chairs that require new leg-covers is required prior to ordering additional covers	Sheena Sheena
iii. Kitchen & Toilets Upgrade	Still awaiting a response from Alan Gall – Robbie to meet with him personally to expedite. Efforts are still being made to locate the Windfarm Agreement Baxters Foundation have lodged a call for new funding applications. That, plus the existing known funders, are to be approached and applications started	Robbie Sarah Jim
iv. Container	Sarah to confirm if the funding has been received. Proposed emplacement/removal target – Spring 2018	Sarah Robbie
v. Coop Funding	So far £221 has been posted on the Aberlour display to be awarded to AVC. Possibility of quarterly payments.	

5. Projects A - Feedback

Soup & Sweet Feb 18.	Relatively steady attendance, positive feedback received. Takings approximately £350	
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5. Projects B - Planning

Pub Night(s) March 23/24	Licence applied for. Friday – bar – Angus & Sarah Saturday – bar – Robbie & Sheena Saturday “Family friendly” karaoke confirmed to be run by Graham Hewitt Separate Posters and Northern Scot entries to be made Possible need for additional small glasses Re-visit and record current stock levels	Jim Angus/Sarah Robbie/Sheena Jim Sheena Jim
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Auction May 18th	Eddie Aldridge to coordinate and Sheena will discuss the required level of support and whether we wish a bar licence.	Sheena
Fete June 16th	<p>A brief discussion of the prelim. meeting of Feb 13. Several folks have expressed a willingness to participate/help.</p> <p>Robbie will provide a previous contacts list.</p> <p>Limit Friday “set-up” bar to a few crates of beer</p> <p>Apply for licences for</p> <ul style="list-style-type: none"> a) Friday/Saturday at the playing field b) Saturday evening in the Hall (Quiz) <p>Alister Laing to be approached to host the quiz</p> <p>Sheena will write a note of condolence to the Strathdee family who have been generous sponsors of the event for many years, on the passing of Mrs Freda Strathdee</p>	<p>Sheena</p> <p>Robbie</p> <p>Jim</p> <p>Robbie</p> <p>Sheena</p>

5. Projects C – Long Term

i. Strategy	Details of the previous session are to be distributed	Robbie
ii. Hall bookings	<p><u>Google calendar:</u> Robbie to provide details to enable multiple users</p> <p><u>Website:</u> Sarah will contact Tim O’Grady and ask him to personally host the website until the end of May with the intention of a redesign between now and then. (Sarah has created 5+ websites for different functions). The current model of the website is set up as a blog with some links malfunctioning. Much information could be out of date. A newbuild means we can manage updates ourselves. We would only need to switch the domain name over which Sarah would aim to have in place by the end of May. Ideally the new setup and site will also cost less than the current £100 fee.</p> <p><u>Draft Hall charges:</u> Awaiting a draft model from Angus</p>	<p>Robbie</p> <p>Sarah</p> <p>Angus</p>
iii. Hall boundary	Efforts needed to locate the detailed village hall plans	Sarah Jim
iv. Xmas lights	White lights to be purchased for the Xmas tree The existing lights on the trees to be tested during better weather and the ballast barrel to be removed in better weather.	Sheena Resident Jim/Angus
v. Asset register	All to consult the constitution to interpret “Asset Register”	All
vi. Water Exemption	Annual accounts for OSCR are being re-formulated. Exemption to be applied for when accounts submitted	Sarah Jim

6. Treasurer's Report

Financial Position and Forecast	Current Balance of £15K (including £1985 for the Hall Floor Renovations) pending further quarterly income invoices about to go out to Ball Group and Yoga.	Sarah
	Accounts have been signed off by Julie and are pending re – formatting for submission to OSCR aiming to be completed by end of February 2018. An improved means of accounting for the Hogmanay Ceilidh is to be developed	Sarah/All

7. Correspondence:

Hall insurance	Notice of discontinuance of the administration of the hall insurance by Highland Council has been received. Current insurers Zurich offered the same premium as last year. Jim to investigate with MFCHA if a bulk discount is applied to the existing premium. Renewal required by April 1 st , 2018	Jim Jim
Lottery Licence	Jim will check with MFCHA the applicability of the MFCHA Lottery Licence to Archiestown raffles	Jim

8. AOB

Planters	Angus to be advised on the number of planters required	All
Kitchen Crockery	A recent inventory of the crockery stock identified unanticipated shortfall in certain items. Replacement stock will be purchased when the kitchen is renovated.	Sheena

Next Meeting will be on Tuesday, March 20th at 19.00