

Minutes of Directors' meeting of 23rd May 2023

Present: Jackie (via Skype) Rob G, Rob H, Samantha; **Apologies:** Lynn

| Item | | Action |
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| Neil and Amanda McCrerrick - Hall rental for potential wedding venues | <p>Amanda discussed the aim to rent the Hall for weddings, mentioning that she had several requirements she would like the meeting to address/be aware of, some of which would be additions to a basic wedding package offering.</p> <p>Clarity was requested regarding EE involvement; the requirement is to rent the Hall to support this as a commercial enterprise to stand on its own, not in partnership with EE. It was suggested that EE consider that they would benefit from renting out the premises and bar sales. Plus Amanda suggested that as the hall was a community asset this could also be an incentive for islanders to market wedding package accessories.</p> <p>This was accepted as the basis for the following discussion.</p> <p>Amanda asked if EE has a standard rental document, including terms and conditions. Following some discussion it was agreed this would need to be created and may need to be developed between EE Amanda and Neil, (AN). It was agreed that EE should consider a set figure for rent and not consider a model that attempted to work on any profit margins made by the suggested business.</p> <p>Discussion was had regarding EE insurance and current risk assessments for the hall, including the kitchen, bar and fire escapes etc.</p> <p>It was agreed that current documentation should be shared and that EE and AN work together to further develop what will be needed by both parties.</p> | <p>EE to share current documentation re risk assessments and a draft rental document including terms and conditions of hire.</p> |
| | <p>Amanda asked if there was a current health and safety report on the kitchen, does EE have a view on if it can be hired/used as a working kitchen.</p> | <p>EE to determine this and advise.</p> |
| | <p>Amanda asked if PAT testing had been done following a note re this in a recent Directors meeting EE stated PAT testing was still required.</p> | <p>EE to update when PAT testing will start/conclude</p> |
| | <p>Following some in-depth discussion it was agreed that the Hall generally needs some money spent on it to uplift various aspects, it was acknowledged this may be difficult in the current financial climate.</p> <p>EE asked about planned frequency of weddings. AN stated initially one or two a month, building up to two or more a week. EE noted that any wedding business that would bring significant numbers of people to the island would need to some negotiation with Argyll and Bute, Robert Paton, re the ferries and may have some impact on parking at Ellenabeich. AN noted this and the advice.</p> <p>Discussion moved onto the use of outside caterers and maintenance of the land, grass cutting etc. EE stated they owned some of the land, but any use that strayed beyond that would need the agreement of the Island owner.</p> | <p>EE to provide a boundary map</p> |
| | <p>With regard to grass cutting and wider maintenance of the hall, including checks of fire exits extinguishers a maintenance</p> | |

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| | <p>schedule needs to be worked up. This would include addressing the current plumbing issues in the gent's toilets.</p> <p>A final discussion was held regarding longer term assurance regarding the stability of EE with regard to access to the Hall over a more significant period of time, e.g. years 2 and 3. It was agreed that while this is not pertinent to this meeting some assurance is required and the last set of public accounts published have noted EE is currently operating at a loss.</p> | |
| Neil and Amanda McCrerrick left the meeting | | |
| Minutes of meeting 17 th March 2023 | Proposed Rob G, seconded Jackie | |
| Matters arising | Sam still to circulate Neil McCrerrick's note about hall heating and the way forward | Sam |
| | Sam to ask Jess for contact details of film makers for a showing of their film on dementia in the Hall | Sam |
| | Bar – Sam to call for volunteers to serve at Stone Skimming and other events and train them | Sam |
| Development proposals and EE management | <u>Disciplinary procedure</u> – Jackie has read and has one or two comments. All other directors to read and <u>all comments to be sent to Rob Hadfield by Saturday 27th May</u> for collation and circulation of final version. We hope to sign this off at the next meeting. | ALL |
| | <p><u>Appointment of officers</u>: Company Secretary – Jackie Inch, Harbourmaster – Rob Hadfield, Treasurer – Samantha Payn.</p> <p>Meetings to be chaired by rotation.</p> <p>Minute taking – Sam to continue for now. Jackie has offered to take this up when she is on island in the summer.</p> | |
| | Treasurer's duties include invoicing (A&BC, Harbour dues) and making payments as requested/authorised. | Sam |
| Hall | <u>Toilet repairs</u> – Rob G to approach Oban Plumbing and Heating as all other efforts to get tradesmen to turn up have so far failed. | Rob G |
| | <p><u>Suggestion that the hall toilets be made available to the general public.</u></p> <p>The directors discussed this, and it was felt this was not feasible at present.</p> <p>Other parts of the Hall would have to be secured, making it more difficult for the community to use the Hall for exercise etc.</p> <p>Also, there would have to be regular checks (possible several times a day) and cleaning which is not something directors feel can be asked of volunteers indefinitely.</p> | |
| Jess Hill invited to attend and joined the meeting. | <p>Matters being handed over by Jess:</p> <p><u>New credit card system</u> – Jess has had no response from Tile, so recommends Square as a better system. Sam to pursue.</p> | Sam |
| | <u>Museum electricity</u> – would greatly benefit from having one meter instead of two due to high standing charges. | |
| | <u>Accounts need signing by Jess</u> – she is pursuing accountants for final copy to sign. | |
| | <u>Many EE email addresses are forwarded to Jess</u> – Sam to ask Wee to change these. | Sam |
| | Directors once again expressed a vote of thanks to Jess and as a mark of gratitude for her service she was | |

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| | presented with a unique hand-crafted wine coaster and bottle of champagne. Jess then left the meeting. | |
| Harbour | Some work was achieved at the last very low tides. Some still to be done at the next equinoctial tides. | Rob |
| Arts | Funding available for a couple of events in the Hall. Sam to pursue. | Sam |
| Museum | Visitor numbers up 4% on same period in 2019. Ticket prices have remained unchanged for some time as were previously too high. | |
| Stone Skimming | Sample T-shirts shown to directors. Islanders to be offered merchandise at a discount for early purchase. Sales and orders can be placed through the Museum. It was agreed to give the ferrymen a hat each to promote the merchandise. | |
| | Much organisation work being carried out by the Stone Skimming team. | |
| Treasurer's report | Bank balance as at 25/5/2023 £15,546.56 | |
| Membership | Jackie still to reconcile members list with bank statement list of memberships paid | Jackie |
| Website | Sam to canvass Easdale homeowners and ensure all who wish it have their property mentioned on the website. Sam to check accommodation links on website and ask Wee to remove dead links. | Sam |
| Newsletter news | Announcement of new officer appointments and appeal for new directors. | Sam |
| AOB | Insurance needs renewing, and check cover in place for Stone Skimming | Sam |
| Date of next meeting | Wednesday, 14 th June 2023, 5pm, Easdale Hall. It was agreed to devote the next meeting to the Hall – agenda to include prioritising work that needs doing, timelines for tasks. All directors to inspect the Hall and compile suggestions/comments regarding repairs. Next meeting for general issues, Wednesday 28 th June 2023, 5pm, Easdale Hall. | |