



## KILCHRENAN VILLAGE HALL SCIO

### BOARD MEETING MINUTES

Wednesday 7<sup>th</sup> August 2024

Present: Brian Burnett (Chair), Chris Goldsmith, Jamie Beamish, Janice MacEachen, Lindsay McGowan (Minutes), Lesley McInnes, Rhona Knox,

1. Apologies for absence
2. Minutes of the Last Meeting – 11th January 2024
3. Matters Arising
4. Treasurer’s Report – Chris
5. Report from Property and Maintenance – Jamie
6. Report from Events/ Events Feedback- Lindsay
7. Report from the Funding Group- Janice
8. Report from Social Media, Web Site and Advertising- Lindsay
9. Health and Safety- Lesley
10. AOB
11. Date of Next Meeting

1. Apologies for absence

Tina Goldsmith, Flora Winter, Karen Taylor

2. Minutes of the Last Meeting

Minutes from meeting on 26<sup>th</sup> June 2024 were agreed, proposed by Janice and seconded by Leslie.

3. Matters Arising

None.

4. Treasurer’s Report - Chris.

Unrestricted funds are currently £23,542. Electricity and insurance costs are both down on last year, which is helping our current position.

50/50 is slightly down on last year. Most have re-signed but a few haven’t. Poster has been developed and Janice confirmed she would print at work. Delivery of this should coincide with the print run for the September- December events calendar.

Finlay McFee has confirmed he is prepared to continue acting as an independent assessor.

The treasure's report was proposed by Brian and seconded by Lindsay.

#### 5. Report from Property and Maintenance

Nothing major to report. The only works to be completed is the shed roof which is not urgent at the time.

#### 6. Events Feedback

All events are on Facebook and the events page of the website. Points of note:

Janice to ask about license if not then donations

Kilchrenan kids Christmas part? Ask Issy?

16 Nov Vinted home furnishing

Karina (Lindsay) and Jordan (Jamie) re food for Saint Andrew

- Yoga (weekly)
  - Numbers are not great. Both Lindsay and Tearlach (the yoga instructor) have been promoting heavily but interest is not there. This has included asking through community forums such as Facebook if a later time or difference type of class would attract more people, but again numbers have not been enough to secure this class for the future. Right now, the class will proceed as long as four people are booked in by Friday each week. Any less than this and Tearlach will have to cancel.
- Summer BBQ (24 Aug)
  - Cancelled due to lack of time and resources for it to go ahead.
- Chai & More (27 Aug)
  - Aish asked that we agree on final numbers 10-14 days before the event so they can plan and order ingredients. They will then submit expenses for their costs. Numbers will be gauged from sign-ups, Facebook event likes and where people have indicated they will attend. We should add around 10 for contingency.
  - It was discussed that it would be nice to offer buffet curry and drinks after the event. Janice will see if we can swap the cancelled Summer BBQ license to this night. Curry would be made by the Board if this goes ahead so the costs are kept low.
- Macmillan Coffee Morning (28 Sept)
  - Thanks to Rhona for ordering the pack for this event.
- Kilchrenan Does Christmas
  - Date finalised as 14<sup>th</sup> Dec 2024.
  - The children's Christmas party, organised by Issy Grant, will likely happen on a Sunday in December (tbc).

## 7. Report from the Funding Group

Janice reported on the following grant applications:

- Greenpower
  - AV, soffits and facias, painting and shed application has been made.
  - Total is £24,298.50.
    - Agreed by the Board that KVH will find the remainder, if £20k is awarded, from unrestricted funds.
- Lottery
  - Janice working on another application for the awning to the lottery.
  - Note that anything over £1k will need two quotes.

## 8. Social Media, website and Advertising

### • Social Media

We continue to use Facebook (FB) to promote KVH, which remains the best solution for our needs and resources.

It works well to reach a large audience quickly with various functionalities in terms of engaging people.

The one drawback is that we rely on it, and the community email circulation, quite a lot. This means at busy times we are bombarding people with information and risk them 'scanning and deleting'. I think when we are hosting external workshops, we need to push a lot of the marketing back on to the workshop facilitator and let them know we can do a small amount but we can't drum up all interest and assume they will be focused on that.

### • Website

The [events page](#) is continually updated with new events. I have removed the Summer BBQ and changed the date for Kilchrenan Does Christmas to 14<sup>th</sup> Dec due to a lot of us being away on 7<sup>th</sup> Dec.

I have also added our October [SISF 2024 storytelling event](#), although we will wait a month or so before we start to promote that further. SISF will also be promoting this. Clare Bryden is also going to help promote it through her Oban open mic contacts, especially the open mic session in the pub afterwards.

The [blog](#) is usually updated once a month but we have taken a break over the summer, mainly because I have exhausted authors! I have asked Finlay if he'd like to contribute something for September.

The Board minutes are all available on the site and accessed from the footer.

I have asked Jonathan Ireland to add a new tab to the site called 'Support Us' where we can talk more about 50/50, volunteering and becoming a Trustee. Although we do have information about the 50/50 club on there already, including the form, this will be a bit more information.

### • Leaflets

Once all event dates for the rest of the year are agreed (e.g. coffee mornings, soup lunches and Kilchrenan Does Christmas), I will get a leaflet printed so we can do another drop.

#### 9. Health and Safety

Leslie has asked Ivan to do a risk assessment. Date to be confirmed. Bar shutter will likely be raised as an issue again.

Jamies has arranged for gas safety check for oven next week.

Leslie has arranged an events risk assessment form that should be completed be each event. Leslie will complete these on an ongoing basis.

Training records will need to be updated and included in the Health and Safety.

#### 10. AOB

Jamie asked about the outdoor lights that has been left in the shed and if they have been donated to the hall. Chris will check with Tina as she may know.

Janice asked if the generator for Resilience will be going outside. Jamie said that from his discussions with the Community Council this might be their preference, but that costs would be involved in creating flat paving for it. There are also insurance considerations for storing the generator at the hall.

#### 11. Date of Next Meeting

Tuesday 8<sup>th</sup> October 2024 7pm