

MacRobert Memorial Hall Development Group

Note of Meeting held on Monday 24th August 2015

Present; Nigel Healey, Sarah Leahy, Jacqueline Cooper and Justin Irvine.

Apologies; Ruth MacKenzie

Note of Meeting Monday 1st June 2015; Approved.

Hall Development;

1. **Website** – To promote the hall, website and that Wi-Fi has been installed via article in Piper. **Action; Nigel**
2. **Picture rails for foyer** – Agreed to go ahead and Gordon Coutts has been asked to carry out the work. Nigel to remind Gordon. **Action; Nigel**
3. **Acoustic Tiles** – A couple more have been damaged, to order some more. **Action; Nigel.**

Hall Management;

1. **Heating** – Energy performance certificate received. To get firm costs for air source. **Action; Nigel**
2. **Finance report** – update given from Sarah.
3. **Hearing loop** - Quotation received £3,000, Nigel to follow up. **Action; Nigel**
4. **Flat Roof** – Slater to do annual check, Sarah has reminded him.
5. **Heating Coin Meters** – Is there an alternative, Nigel to speak to Gordon. **Action; Nigel**
6. **Upper Hall Water** – Pressure is weak, plumber to be contacted. **Action; Sarah**
7. **Electrical Certificate** – Due to new regulations Hall Flat requires Electrical Certificate by 1st December. Nigel to speak to Gordon. **Action Nigel.**

AOCB;

- **Booking charges for Youth Groups** – Discussed.
- **Ladder** – To be ordered. **Action; Nigel**
- **Public Entertainment Licence** – Expires 7th December 2015. Jackie to e-mail previous application to trustees. **Action; Jackie**
- **Upper Hall** – paint work getting scuffed at chair level to see about a wooden border at that level. **Action; Nigel**
- **Date of AGM** – Provisional date Monday 12th October at 7.30pm in the Upper Hall

Date of Next Development Meeting; Monday 12th October after AGM