

**Minutes of COMMITTEE MEETING held at Munloch on Thursday 28<sup>th</sup> March 2024 at 5pm**

**1. WELCOME to Meeting**

**Present :-** Alec Mutch, Alan Smith, Geoff Potter, Susan Drew, David Hobson,, David Line, Nick Simpson, John Ruickbie, Alan Geddes, Barry Cumming, Keith Brown

**APOLOGIES:** - None

**2. NEW COMMITTEE MEMBERS**

Alec Mutch welcomed new Committee members Barry Cumming and Keith Brown.

BC agreed to accept responsibility for the management of consumables needed by the Club with a limit of £100 (which would not then need further Committee approval). KB was appointed as Club's Safety Officer and First Aid. KB was handed a full set of keys for the premises which had been returned from Errol Levings.

**3. MATTERS ARISING**

GP had a correction to the Minutes of 3/2/24 paragraph 2 – **New Committee Members**. Alan Geddes name to be added to the list of committee Members who were re-elected at the AGM.

**4. SECRETARY's REPORT**

GP reported that the membership now stood at 38. There were not as many usual regular applications for membership via the website. AM advised that there seemed to be a general large drop off in membership at other Clubs he had visited. It was hoped that the proposed Open Day would promote the Club membership.

**5. TREASURER's REPORT**

AG presented a Monthly Analysis ( see attached below) to 28 March 2024 and commented that there was a good reserve which would allow the acquisition of a Defibrillator if that was decided.

A decision on Defibrillator was deferred for 8 weeks time.

It was noted that....The only outstanding expenditure was the electricity charges. This charge was expected to be modest but awaited information from the Hall. The raffle income had diminished but may recover if membership expanded.

**6. MAINTENANCE REPORT**

JR reported that the PAT testing was completed with a couple of minor failures. JR had carried out an Emergency Lighting test and a faulty light had been replaced. The Disc Sander needs a new Stop/start.

A general clean up was required. A cleaning party AS, DL, SD to led by JR at an agreed date.

JR informed KB that the Safety Reports and PAT Testing reports were in the library.

**7. SAFETY & FIRST AID REPORT**

Nothing to report.

**8. TRAINING REPORT**

Nothing to report.

**9. COMPETITION REPORT**

NS reported that there were a reasonable number of entries to the last competition for Intermediates and Open categories but none for Beginners. Various ways of increasing the number of entries were discussed. NS proposed and it was accepted that a lathe be dedicated to demonstrating a typical competition entry at a meeting prior to the competition. Cash prizes were considered not to be effective. A supply of wood - to encourage entries - especially to beginners was proposed and accepted.

**10. ALLOCATION OF COMMITTEE DUTIES**

AM had posted a renewed list – ( see the minutes above about new Committee Members).

## **HIGHLAND WOODTURNERS CLUB, Club Premises, Munlochy Village Hall**

### **11. PROGRAMME FOR 2024**

A number of blanks were filled in and the Programme was to be updated. See attached schedule of Committee Meetings.

### **12. OPEN DAY 10<sup>th</sup> AUGUST 2024**

JR outlined the preliminary arrangements needed for the proposed Open Day - all were in favour.

Discussion involved...sale of items, show of work, advertising, publicity, lathe turning upstairs, let out tables to others eg Men's Shed, notice boards, flyers, posters, Face Book, contributions, Risk Assessment, raffle, sales for Defibrillator etc.

A sub-committee was proposed with JR as leader. Eg SD – publicity, DH – Sales, AM – Woodturners, KB – Risk Assessment.

A full Committee meeting was proposed for 11<sup>th</sup> April for discussion of the Open Day only.

### **13. HALL COMMITTEE**

JR to advise on electricity bill progress.

### **14. LIBRARY**

GP had received a list from SD and would get a copy uploaded to the website by PM. SD had put a laminated copy in the library.

### **15. BLACK ISLE SHOW**

AM and JR advised that there were too many unacceptable conditions for the HWC to be able to participate - mainly costs, electricity supply, entry fees. It was agreed to abandon the BISHow

### **16. AUCTION**

Discussion deferred for 8 weeks time.

### **17. AUDIT OF CONSUMABLES**

See above.

### **18. RECENT FACE BOOK ENTRY**

AM advised the Committee of a recent Facebook entry about the Club's status. It was agreed that the HWC was well run and was doing as well as any other Club.

### **19. RESPONSE TO CHAIR REQUESTS**

AM requested that all replies about Committee business be sent to all Committee Members.

AM asked that all members respond to requests for decisions and comments. ( A recent circulated email with an attachment had been missed by most).

### **20. AOCB**

None

### **MEETING FINISHED**

**Next meetings** 11<sup>th</sup> April ( new additional date ), 23<sup>rd</sup> May, 18<sup>th</sup> July, 19<sup>th</sup> Sept, 14<sup>th</sup> Nov  
2024 at 5.30pm unless notified otherwise.

# HIGHLAND WOODTURNERS CLUB, Club Premises, Munlochy Village Hall

## Monthly Analysis to 28 March 2024

Opening Bank B Opening Bank Balance 31st December 2023		<b>£1,678.74</b>
Income to date		
Subscriptions	£1,505.00	
Training	£0.00	
Raffle	£168.00	
Xmas raffle	£0.00	
Teas	£16.00	
Donations	£0.00	
Sales	£0.00	
Library loans	£0.00	
Total income to date		<b>£1,689.00</b>
Expenditure to date		
Hall Rent	£420.00	
Hall Electricity	£0.00	
Highland Council Waste collection	£47.46	
Subscriptions AWGB	£48.00	
Insurance	£380.76	
Website	£100.64	
Equipment Jet lathe parts	£44.40	
Materials	£0.00	
Other	£12.00	
Xmas raffle prizes	£0.00	
Total expenditure to date		<b>£1,053.26</b>
Closing bank balance as at 28 April 2024		<b>£2,314.48</b>

Dates of Committee meetings for 2024

04th January

18th January

01st February Committee meeting at 5.30pm, then AGM AT 6.45PM.

03rd February 1<sup>st</sup> meeting of new committee 10.30am Saturday morning.

15th February

29<sup>th</sup> February

14th March

28th March Committee meeting 5.30pm

11th April – new date

25th April

09th May

23rd May Committee meeting 5.30pm

06th June

20th June

04th July

18th July Committee meeting 5.30pm

08th August

22nd August

05<sup>th</sup> September

19th September Committee meeting 5.30pm.

03<sup>rd</sup> October Start Christmas raffle prizes, buyers to source.

17th October

31st October

14th November Committee meeting 5.30pm

28th November

12<sup>th</sup> December

The start time of any of the committee meetings may change subject to the size of the agenda.