

FOCHABERS VILLAGE ASSOCIATION

Department Heads

Minute of Meeting held on Tuesday, 21st February, 2017, 7.30pm, at 29, High Street

PRESENT: Gordon Christie, Alan Brown, Iain Rennie, Liz Rennie, Una Hamilton

APOLOGIES: Stewart Harris, George Turnbull

1. MINUTE OF PREVIOUS MEETING

The Minute was approved.

2. CORRESPONDENCE

A letter of congratulations on receiving funding from Awards For All has been received from Richard Lochhead MSP.

3. REPORTS FROM DEPARTMENT HEADS

HALL MANAGEMENT: ALAN BROWN

- The balance of £19,313.40 includes the balance from the old account and from the 300 Club.
- The number of members of the 300 Club has dropped.
- Bookings for Mhairi Marwick, the Strictly Come Dancing weekend, Gala Weekend and Gala and Events Committee meetings have been sorted out.
- There has been a booking request for polling day in May.
- Julie Wiseman has requested the use of chairs for an MND fund raising event on the weekend of 20th May. It was suggested that she could have the black plastic chairs, supplemented by blue chairs.

FUND RAISING: LIZ RENNIE

- An application for funding of £2000 has been made to TSI Moray and is moving into the next stage which will be held at The Loft, Langstane Lane, Keith on 2nd March from 4-7pm. The public will be able to view all applications and place their votes. Liz will book a display table. Stewart will advertise the event on Facebook and Una will email committee members to request support. Posters will be on display.
- Planning for the Strictly Come Dancing event is progressing. Sybil will organise the catering and the theme will be 'Fochabers Strictly Come Dancing. A Night at the Movies'. Food will be served in movie boxes. Bar staff will be required.
- Plans are also underway for the opening weekend. Liz will order invitations online for the Thursday preview evening and these will be sent out to invited guests. Refreshments and nibbles will be served from 7.00pm.
- Liz continues to be in contact with Milne's High School regarding the logo competition.

PR :STEWART HARRIS

- Funding applications have been submitted to Beatrice Partnership (£20,000 towards sound and lighting), Money for Moray (£4,000 for new chairs), EBS Landfill Fund to

which we will reapply for £15,000 towards refurbishment of the area behind the stage, BOS Foundation whose closing date is 7th April, TSI Moray (£2000 towards stair lift).

- Stewart has updated documents, businesses and dates to ensure email links are working.
- Fochabers Institute website will be built using Wordpress.
- There have been well over 2,000 people viewing the Facebook page with only one adverse comment.
- Stewart had met with Jane Williams to discuss the running of the institute as a community business. They had a wide discussion ranging from the need for a professional image to attract a wider client base, to producing an e-brochure for distribution. Julie hopes she may bring the hall some bookings through her contacts. Stewart is happy to continue to be her contact on the committee.
- The Heritage Committee is meeting to discuss their input to the opening weekend.
- Articles have been written for Dtas and The Fochaberian.

THE PROJECT: GORDON CHRISTIE

- Work done recently includes sorting out the pipes in the toilets, installation of lighting bars on the stage, completion of the wet wall, installation of the bar, installation of frames for the suspended ceilings.
- Work to be completed includes tiling in the toilets, painting the hall, installation of granite worktops in the kitchen, outside harling, new front door, sanding of floors.
- The heating is now on and working well. Contractors report it is helping to dry off the paint etc. There has been a payment of £98 from Scottish Hydro.
- A bill has been submitted by GA Construction.
- It was suggested that parking spaces should be painted in the car park.
- Dave Thow, Men's Sheds, informed Gordon that they would be able to apply for grants to adapt the space to their advantage if they had a 10 year lease. Following discussion, it was agreed to the request but the rent will be reviewed annually.
- Sybil Stuart has volunteered members of the WI and others to make the curtains for the Hall windows. The material has been ordered and it is hoped that some of the curtains will be hung in time for the opening weekend. Volunteers are required for tacking hems.
- An account has been set up with Gordon McPhail for bar requirements.
- Sam is currently cleaning the existing chairs. She has indicated she would be willing to help with bar work. The ratio required is 1 bar staff to 40 customers.
- Gordon has requested a form from Moray Council to register the Institute for civil ceremonies.

AOCB

- There was a discussion about the key pad entry system and its level of security.

The next meeting will be a Hall Committee Meeting, Tuesday, 14th March, 7.30pm, 29 High Street