

MacRobert Memorial Hall Development Group

Note of Meeting held on Monday 1st June 2015

Present; Nigel Healey, Sarah Leahy, Jacqueline Cooper and Ruth MacKenzie.

Note of Meeting Monday 2nd March 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. **Hall Tables** – 5 new tables been bought, to be marked TWT. **Action;**
4. **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. **Update on bookings** -
Youth Club has re-started on Monday nights.
Cello Night 26th July – If you can help Sarah, please contact her. **Action; All**
Beechgrove Garden Question Time – Tuesday 23rd June, doors open 5.30 for 6.15pm.
5. **Flat Roof** – Slater to do annual check, Sarah has reminded him.
6. **Heating Coin Meters** – Is there an alternative, Nigel to speak to Gordon. **Action; Nigel**

AOCB;

- **Defibrillator** - £500 has been paid towards the cost of Defib and the case has been fixed to the outside wall by Gordon. Training date to be organised with First Responders, group of 16-20. **Action; All**
- **Upper Hall Water** – Pressure is weak, plumber to be contacted. **Action; Sarah**
- **Glasses** - To purchase glass tumblers. **Action; Sarah**
- **Electrical Certificate** – Due to new regulations Hall Flat requires Electrical Certificate by 1st December. Nigel to speak to Gordon. **Action Nigel.**

Date of Next Development Meeting; Monday 24th August at 7.30pm in the Upper Hall