

MacRobert Memorial Hall Development Group

Note of Meeting held on Monday 30th June 2014

Present; Nigel Healey, Sarah Leahy, Jacqueline Cooper and Andrew Robertson.

Apologies; Mike Powell and Gordon Ross

Note of Meeting 3rd June 2014; Approved.

Hall Development;

1. **Hall User Manual** – A welcome A4 page with guide to location of lights etc. has been drawn up.
2. **Website** – To promote the website via article in Piper which will also promote hall as a venue. Discussed upgrading current website, leave meantime. Also look at other sites which we could link in to. **Action; Nigel**
3. **Fund-raising** – Agreed to a 100 Club to fund-raise. Andrew has application form and to start in Autumn. **Action; Andrew**
4. **Hoist for basement** - to get an updated quote from Migvie Smiddy. **Action; Justin**
5. **Sofa for foyer** – Seat has been purchased. **Action; Nigel**
6. **Picture rails for foyer** – Agreed to go ahead. Quote awaited. **Action; Nigel**
7. **Wi-fi** – Updated quotes received and agreed to go ahead with Plusnet. To advertise once installed. **Action; Nigel**

Update on some of the current and future bookings;

- **All bookings are up to date on website calendar.**

Hall Management;

1. **Air Source Heating** – Quotes have been received from three companies. Infra-red heaters have been advertised online but no bids so far. **Action; Nigel/Justin**
2. **Finance report** – update given by Sarah. Annual Accounts have been done and approved. Many thanks to Jean Stott.
3. **Dr Honeymoon play** – A meeting is to be arranged with Chair and Treasurer of TADS (Tarland Amateur Dramatic Society) to discuss the past play and future TADS productions. **Action; Nigel/Sarah**
4. **Projection Room** – History Group are going to use and tidy up.
5. **Moveable screens** – Agreed to purchase 2 x 5 metre screen. **Action; Nigel**
6. **4w LED lights** – Gordon suggested purchasing for foyer.

AOCB;

Nil.

Date of Next Meeting; AGM Monday 25th August 2014 at 7.30pm in the Upper Hall