

## HMSC Committee Minutes of Meeting: 18-Jun-2019

Attendees: Marco, Martin (chair), Paul, Andrea, Siobhan, Dominic, Kerry

Apologies

DONM

Previous minutes agreed and approved Kerry seconded Marco

For Discussion	
Actions	
D001	<p><b>Committee (All)</b>            Discussion regarding Richards decision to step down as Chairperson.            Committee formally acknowledges that Richard has officially resigned.            Letter to RA to thank him for his work Action: SW to send a letter on behalf of the committee.            Notification to members about resignation. Committee agreed that Martin will chair meetings until AGM in October 2019 - Action Marco to send out communication to members.            PS - Body that elected Chair is for body that elected must decide. We are quorate without Chair. Can decide to use vice chair to chair meeting in the mean time. Reason we have issues is because we do not have an updated constitution.            PS - Are we in a rush to elect a new chairperson. If we do we need to arrange another vote for the position. We plan to have an AGM in October.            AM - AGM in October - full election of committee.            MK is Vice chair and will act as chair of the committee meetings until AGM October. Proposed by Dominic, seconded by Kerry.            MK - need JD's for every job. Ill feeling is effecting members. example given of garden and the changes that Siobhan made by moving plants.            PS we can allocate and agree named people for different areas of the club e.g. garden.            MO - if there is a lead we must then as a committee back them up.            Proposal that there is a gardening club with a lead - agreed by committee. This should then go out to members. Action: Marco to send out comms. If we appoint that person then this must be respected. PS - Need to have protection against the funds - so large expenditure would come through the committee. Discretionary amount of £100 for each Proposed by Andrea, seconded by Marco.            AM - deferring of constitution is difficult as we need to get this completed.</p> <p>Agree next Steps</p>
D003	<p><b>Maintenance</b>            Review schedule - Dominic went through schedule.</p> <p><b>Guttering</b>            1. cleared and needs replacing but water now not pouring onto building.</p> <p><b>Electrics</b>            Whole club needs rewiring - needs new consumer unit, single phase.            Need additional points for the band equipment (separate ring main), new lighting circuit required (AM has a friend who can design a lighting plan), change to up to date firelights. Materials and voluntary labour (Martin, Dominic, Chris W). Jason can then come and connect and check. Jason to cost up the materials and his labour.            Approximate Materials costs: £3,500            Labour costs (Electrician): £1,500</p> <p><b>Heating</b>            air source heat pump - refrigeration unit outside. Takes heat from air outside (to 5% C). Cost is capital cost of equipment. Dry heat, air blowing. Can also heat water but needs water tank. May require separate ring.            Storage heaters - costs            Wood burner/back boiler and rads            Action: Dominic &amp; Martin to discuss options and present to the next meeting</p> <p><b>Kitchen (Kerry)</b>  <b>Health and Hygeine inspector has been and we have notes</b>            Woodwork needs to be paint completed,            Needs non slip flooring. Better to not to have joins. Action: 1st week of July Dominic to lay floor and sort kitchen drawers. Floor needs to be latexed.            Fly zapper (needs electric)  <b>Cellar Floor and bar floor</b> needs painting as a temporary measure.  <b>Bar Floor</b></p>
D004	<p><b>Bar Volunteers</b>            Chris is coming back on Wednesday to volunteer            If we cannot get a volunteer for a night, the bar will not be open. Action: Marco to add a notice letter to members specifically about bar volunteers.            'What to do' list Action: Kerry</p> <p>Functions:            Quiz night - try out a Saturday night, agreed            Hire club out for members - temporary measure that if members want to use the club for parties or for specific purposes that Kerry will agree.</p>
D006	<p><b>Club Finances</b>            Accounts presented by PS            Expenditure approval of 12.6.2019 - all costs approved by committee.            Discrepancy in bar takings from 1.6.19 = £47.50 (from £1,800 takings)            Electricity Meter is outside - Paul to pay off current bill and arrange new supplier</p>
D005	<p><b>Open Weekend</b>            SW noted that the weekend was a great success and the club was full. Very enjoyable.</p>
D007	<p><b>Club Constitution/Rules (Siobhan, Andrea)</b>            Classes of Membership and subscriptions            General, extraordinary and annual meetings            Licencing Act            Club Bar - opening hours            Club Rules - dogs on leads, smoking/vaping/code of conduct</p> <p>Actions:            Committee members to make suggestions by next Monday            Paul to amend draft by next meeting.            agenda for next meeting.</p>
D008	<p><b>Club Membership</b>  <b>Wayne Clark - proposed by Richard Allen</b>  <b>Alan Brooks - proposed by Ricahard Brooks</b>  <b>Both agreed by committee.</b></p> <p><b>DONM</b>  <b>Tuesday 9th July 2019</b></p>