

Arrochar and Tarbet Community Development Trust

Meeting of the Campus Management Group was held on Tuesday 12 May at 2pm in the 3V Hall.

1. **Attending:** Sue Henderson (*Chair*), Mary Haggarty, Retta Deerin, Gill Dunbar, Stephen Mackenzie (*minutes*), Melanie Tonks.

2. **Apologies:** None received.

3. **Previous minutes and matters arising**

—Agreed that the MND donation would be £200.

—Follow up letter to hall users has been issued.

—New yoga class appears to be established. Cate Thompson, runs the class and has been issued with a set of keys.

—SH emailed Maria regarding the £5000 loan. Maria will take this matter up with the Trust.

Previous minutes proposed by Retta Deerin, Seconded Mary Haggarty.

4. Reports

4.1. *Finance:* Financial report circulated. SH and SM have been working on getting overdue invoices paid, and this has resulted in extra income this month. Gym income is low and in the longer term we need to look at if we could utilize that space more efficiently. The accounts for 2014/15 to be handed to Heather Young. **Action: SM**

4.2. *Admin:* nothing to report.

4.3. *Events*

Winter Wilson: audience was very small (two) but four tickets were sold altogether. The band played in the front rooms to the five people present. SM gave the band £50 as an *ex gratia* payment.

Blueswater (16 May): looking better for ticket sales, but only around 15-20 sold or reserved so far, although more people seem to be interested.

Budapest Cafe Orchestra (28 May): a lot of interest, not yet translating into sales.

Confirmation parties (6 Jun): SM to contact both parties to confirm arrangements and facilities required. **Action: SM**

Mull Theatre: awaiting confirmation, but looking at a date of 25 August with the usual revenue sharing arrangement.

Dog Classes: now scheduled 3-4pm on Sunday afternoons; possibly a break coming in July (to be confirmed).

4.4. *Catering, Housekeeping:* GD has up dated the COSHH statements. MT had nothing to report.

4.5. *Users Update:* No response to summary letter sent out to clubs.

SM briefed the CMG regarding recent events at youth club and expressed concern that it could result in damage to hall fixtures or a serious injury. SH to write to Angela. **Action: SH**

5. AOCB

— SH stated that Maria Pollard (Pit Stop) had asked if the Hall could be left open for members of the public to use the toilets over the weekend. Unanimous response of the committee was that this was *not* a good idea.

—Maria Pollard had also asked about the Pit Stop borrowing tables for use at weekends if the weather is nice. This was agreed that the outside tables and chairs may be borrowed, on condition they are not to be left outside overnight.

—*GALAfest*. 1st August, current plan to have a ticketed evening concert and a free afternoon event with other bands and activities. A quiz night is planned for 23rd May. Further details to be clarified.

Action: MT

—*Defibrillator*. MH stated that the National Park staff asked about the Hall's defibrillator and asked if the machine could be placed outside in a cabinet for better access. CMG agreed in principle, providing the National Park fund the cabinet.

—MH raised the subject of whether the Hall should be independent of the Development Trust, with the proposal of establishing of a separate Hall Trust. RD to investigate and present options to a future meeting.

Action: RD/SH

—RD: training; food handling people (e.g. coffee morning volunteers) have done their certificates online.

—RD: SM to organise Fire Training session.

Action: SM

-MT: the Trust would like to know if it would be possible for Stephen and/or Dougie to work at weekends. SH stated that Stephen and Dougie do frequently work at weekends and nights, to meet the requirements of the 3V Hall.

-MT: the Trust would like to know if 3V Hall staff had received a wage increase this year. SH stated that, yes and that it was agreed at the last CMG meeting, although, it was omitted, in error, from the last minutes. SH agreed to publish an addendum to the minutes.

Action: SH

6. Date and Time of Next Meeting.

It was agreed next meeting will be held on Tuesday, 16th June at 2pm.