

**MINUTES OF THE PITCAIRNGREEN VILLAGE ASSOCIATION  
COMMITTEE MEETING HELD ON  
MONDAY 9 FEBRUARY 2015**

**COMMITTEE MEMBERS PRESENT:**

Andy Blues, Andrew Robinson, Andrew Still, Elspeth Farmer, Lee Harvey & Wilma Lumsden.

<b>Item</b>	<b>Detail</b>	<b>Action</b>
<b>1</b>	<b>Welcome and Apologies</b>	
1.1	Apologies received from Amanda McGowan and Hilary MacKenzie.	
<b>2</b>	<b>Minutes of Previous Meeting</b>	
2.1	December minutes proposed by Andrew Still and seconded by Wilma Lumsden.	
<b>3</b>	<b>Matters Arising</b>	
3.1	AS advised that the hall gutters still had to be cleared to agree a time with AB to carry this out.	AS & AB
3.2	<i>Jazz Night</i> – EF stated that after bereavement Louise Ogilvy had been unable to commit to anything. EF to get in touch with Louise soon to try and organise the event.	EF
3.3	<i>PVA Logo</i> – EF said that Robina Chalmers would finish off the logo when she has the time.	
3.4	<i>PVA E-Mail Addresses</i> – AR had sent out an email giving access details for the PVA e-mail addresses to the relevant people.	
<b>4</b>	<b>Business</b>	
4.1	<i>Treasurers Report</i> – PU5's have started paying their agreed monthly amount. Only the invoices for their Christmas Party and Ladies Night are currently outstanding. St Andrews night made a surplus of £523.91 We are required to value our assets for the accounts. Approval was given to pay RH Morton for completed snagging works on the kitchen and MD Longhorn for printing the newsletter & paperwork for St Andrews night. The Committee approved the accounts.	
4.2	<i>Annual General Meeting</i> will be held on Friday, 24 April 2015. Notice requires to be posted at least 21 clear days prior to this. It will go into April's newsletter. AR & LH are to draft a notice for the AGM. EF to check date is free for the hall. The end of year reports have to be written up. WL to do the end of year accounts reports. AR will write the chairs report. The 3 longest serving members of committee are to resign, but may be re-nominated. AMc, HM and EF are the 3 longest serving members.	AR & LH EF WL AR
4.3	<i>Recruitment of new hall keeper</i> - Interviews to be held on 18 February 2015. AS to be contact person to show around the flat before interview date ideally. Committee agreed that AR, LH and AB would carry out the interviews as Heather Brand not available.	AS AR, AB & LH
<b>5</b>	<b>Facilities</b>	
5.1	<i>Repair works in hall keepers flat</i> – AS is to get quotes for carpets for the flat. AS has managed to get estimates for a gas connection to the flat and one estimate from a plumber for plumbing work and boiler, he is awaiting another two estimates coming in.	AS

5.2	<i>Kitchen snagging</i> – The soap holder and towel dispenser are to be fitted by RH Morton when they come to fix the sink.	
5.3	<i>Acoustic Problem in the hall</i> - HM sent in a letter of point re acoustics. Unfortunately, this did not offer any solutions to the problem. Committee to try a microphone at the AGM to see if this improves the situation. WL will try and borrow some large curtains to test if this makes a substantial difference to the acoustics.	WL
<b>6</b>	<b>Events</b>	
6.1	Perhaps a Spring Clean & Pizza event could be planned to get community involved in spring cleaning of the hall. Jazz Night – AS to speak to Bruce for a possible date in May Picnic/BBQ – proposed date Saturday 20 June 2015 The Craft Fayre – proposed date Saturday 24 October 2015 Christmas Party – proposed date Sunday 20 December 2015	AS
<b>7</b>	<b>AOCB</b>	
7.1	Stuart Harvey dropped off a letter for LH which proved to be HM's letter of resignation. AR to write to HM to acknowledge this. AB is to speak to HM and get any PVA paperwork that she may have, so that it can be filed and kept in the hall office.	AR & AB
7.2	Agreed that EF would purchase 6 oven trays for use in the kitchen.	EF
7.3	WL – Feedback from the soup lunch was that we should label the cupboards.	
<b>8</b>	<b>Future Meeting</b>	
8.1	Monday 2 March 2015 - Pitcairngreen Inn.	LH

Signed by Chair:

*Andrew Robinson*

Date: 02/03/2015