



Strathmore Community Hub

Minutes of Board Meeting

24th August 2022

Attending: David Downie (Chair)
Maggie Langelaan (Treasurer)
Susie Black (Trustee)
John Davies (Trustee)
Alan Grant (Trustee)
Graeme Dawson (Hub Manager)

AGENDA

1. Welcome and apologies

- Apologies from Alastair Gemmell and Bob Pawson
- Graeme Dawson officially welcomed to the SCH by the Board, job title now officially Hub Manager

2. Minutes of the last meeting

- Noted that the room dividers between rooms 1&2 and 3&4 need adjusting
- A settlement from Kevin Lancaster is to be expected next week
- The SCH new energy agreement is good until February 2023

3. Finance

- £35,044.71 in the bank (£32,979.37 ringfenced for wages and community fridge, leaving £2,065.34)
- £45,104.21 invoice outstanding from Shepherd Construction
- £49,304.21 claim from TCF expected

- ASCO Fire to be paid for fire extinguishers and Fire Assessment visit
- Ask the Quantity Surveyor what building costs are still to be paid for
- All remaining monies to be laid aside for ongoing contingency/maintenance costs. Suggested this be held in separate 'pots' for more accountability
- Hub Manager to start and maintain a spreadsheet of Hub maintenance costs
- To be decided who will produce the financial returns for OSCR

4. Updates

- SCH website basically completed, Booking site almost finished
- Agreed to pay GoDaddy £60 for one year's web hosting
- ASCO visiting 29 August to advise on fire signage
- Gate post has been removed, hole to be concreted in
- Handover of keys from builder and electrical systems training expected w/c 29 August 2022
- PKAVS visit 11 August discussed, stringent conditions imposed by Care Commission noted. Agreed to wait on the report the CC have given to PKAVS before any decision on accepting PKAVS as tenants

5. Plans for informal opening and Oct 8th formal opening

- Informal opening can go ahead once building completion certificate public liability insurance and fire signage is in place. This could be 5th September
- Formal opening to be planned by Hub Manager with Board support
 - Initiate social media news of formal opening
 - Contact all local groups with the aim of giving them a table on the day
 - Create list of consumables required
 - Contact Lynne Ogg regarding catering
 - Source brass plaque (picture frame instead?) and ribbon etc.
 - Contact Clare Damodaran for press coverage

6. Set AGM date

- Potential date mid-January 2023, DD to check to see if this is within the allowed timeframe
- Most recent members list to be forwarded to the Hub Manager

7. AOCB

- Ask permission from Shepherds for Yarnstormers to hold informal meeting in the Hub on 26th August

8. Date of next meeting

- Agreed as 8th September 3.00pm
- Hub manager to book room 1 on the hall booking calendar