

Minutes of LUCS Management Committee Meeting held in the Mel Gray Centre at the Canal basin on Thursday 14 May 2015

Present: Duncan McIntyre (Chairman), Douglas Robertson, Treasurer, Allan Melling Viuce Chairman, Pat McIntyre (Secretary), Barbara Mckenzie, Ronnie Reis, David Shirres and Lynne Nelson

1. Chairman's Introduction – The Chairman opened the meeting and welcomed everyone along.

2. Apologies – There were no apologies.

3. Adoption of Minutes from previous Meeting – Minutes proposed by David Shirres and seconded by Barbara Mckenzie.

4. Correspondence received: No correspondence received.

5. External Meetings: As no meeting had taken place following contact with Park Bistro it was decided to abandon the idea of 'water taxi' to the Park. LUCS had a stall at the Voluntary Sector Gateway Fair in the Burgh Halls on Friday 8th May. This was an event to encourage volunteering. Not many people but a few enquiries re the canal. LUCS had a stall at the Deacons' Fair at the Cross last Saturday and there was quite a lot of interest in the Society.

6. Committee Reporting Structure Update: David has been given the lists of members as Bob is now no longer able carry on administering this. Allan to see if this can be put on the web site. It was agreed to put informing members by email as an agenda item in the future. Regarding data protection - David said that if we were sending information to members re the society we do not need to comply with the Data Protection Act but if we were contacting people re bookings we should register. This would cost £35. David to apply for this. **ACTION AM, DS**

7. Website development: This is now up and running. The committee expressed their thanks to Elspeth Ross for her excellent work on this. There had been a problem with bookings when the website crashed recently. It was agreed to put the booking system on a different host. John Aitken has agreed to do this for £50 per year. Allan to get back re who will be the host for this.

8. Conveners' Reports

Premises: (AM)

The new LUCS logo flag has been delivered. The new sideboard/bookcase is being bought for the Mel Gray Centre. The water in the MGC is too hot and the plumber to be contacted to fix this. Allister Mackie has purchased new tables for outside the tea room. The bench donated by Mel Gray on the quayside has been revarnished.

ACTION DM

Marketing (DM)

We have cut back on two previous methods of publicity. As What's On is now only on line and Green Tourism have stopped doing inspections it was felt that there was no benefit from them. Landmark are now distributing leaflets for us. Douglas suggested a single leaflet be printed publicising Fun Day. This was agreed. Duncan to talk to Steam Railway at Bo'ness regarding a joint day with a boat and train trip. David spoke about the new rail owners Abiel and that they may make an extra station

nearby. He is to make enquiries about this.

ACTION DM, DS

Tea Room:

Barbara spoke of reduced numbers in the tearoom. This was because of the recent bad weather. As a result of the new driveway the tearoom flooring is keeping its appearance. The tearoom will be open for the Perambulation on the evening of 10th June to provide refreshments. It was agreed to accept donations rather than payment. Pat inform John Aitken of this decision.

ACTION PM

Boats (RR)

The reconstruction of Leamington is progressing well. The new toilet has been plumbed in and new seat cushions are arriving on 21st May. Bookings to be taken from the end of May. St Magdalene had a spot of welding done on the trap door. Victoria's damaged panel has been replaced and repainted. This has been paid for by Falkirk Hire. A few volunteers had looked at the Pride of Belhaven at Ratho which is up for sale but it was decided that it needed too much work for us to handle.

Bookings (DS)

David reported that if the booking system goes down, he can now access the database in an emergency. Booking system development is very reliant on John Aitken. David has been looking into credit card payments for bookings. He feels this would stop people not turning up. This would be done through a gateway system. We need to employ someone to do coding, etc. and give us ongoing support. David to send an email to the committee and feels we should be thinking about this now. Kelpie trip on 31st May is now half full. David to email members asking if anyone would like to come back on the return trip.

ACTION DS

Treasurer (DSR)

The following figures were given by Douglas.

The balance in the Bank of Scotland account is £53,461.34

Savings Account is £59,136.67

Fun Day: (LN)

Lynne has still a few stalls to fill. Confirmation is expected from the Gala Queen. International Rescue to attend again this year. David reported that we have been refused an Arts Council Grant. Duncan to speak to Linlithgow BID re funding. Duncan has emailed Martine re cardboard boat race.

ACTION DM

9. 40th Birthday : This was a great success. The tearoom was decorated with local schoolchildren's paintings and there was a great turnout on the Saturday. A follow up meeting will be held re lessons to be learned for Fun Day.

10. Any Other Competent Business:

Winter Talks: The first of the Winter Talks in October will be given by David Shirres on Russian railways. Duncan asked for input for this series.

Concessions for Carers: Barbara has investigated this and carers can obtain a letter from West Lothian Council. On production of this letter the carer goes free on boat trips.

Museum: Stewart Liddle has taken this over from Bob Wigley. Stewart will take over the documentation and bring it up to date.

THE NEXT COMMITTEE MEETING WILL BE ON MONDAY 8 JUNE 2015