

## **Minutes of LUCS Management Committee Meeting held in the Tea Room at the Canal basin on Monday 8 February 2016**

**Present:** Duncan McIntyre (Chairman), Douglas Robertson (Treasurer), Allan Melling (Vice Chairman), Pat McIntyre (Secretary), Barbara Mckenzie, Lynne Nelson, Johnny Green, Gordon Hewit and Annie Lennon

**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 Lynne Nelson and seconded by Johnny Green.

**4. Correspondence received:** No correspondence has been received.

**5. External Meetings:** Duncan attended a meeting today re cruise ships in Greenock. It was decided to have a meeting here with the working group and have a trial visit with one ship before the end of the coming season.

**6. Committee Reporting Structure:** Allan is in the process of compiling this.

**7. St Magdalene Replacement:** Johnny Green has spoken to Artie of Northwich Boats who is going forward the 3D drawing to us and we are waiting on this coming through. Duncan is trying to arrange a trip on Lochrin Belle to give us an idea of the width of the new boat. Annie has been on the Leader website. We have to submit a document of 500 words to assess our eligibility for funding. She has been looking at other funders to see what is available. A draft presentation is to be created. The document for the building of the MGC could be used as a guide. **ACTION AL, GH**

### **8. Conveners' Reports**

#### **Premises: (AM)**

A new microwave oven has been purchased for the tea room. The new sink unit is in the process of being fitted.

#### **Marketing (DM)**

20,000 leaflets have been distributed showing new prices for 2016/2017. A new A4 leaflet will be distributed before the start of the season. The Edinburgh Model Boat Club are coming along to the basin on our opening day of 26<sup>th</sup> March.

#### **Tea Room:**

The installation of a new sink unit for the tea room is under way. The rota for the coming season is in the process of being compiled.

#### **Boats (JG)**

The new gearbox has been installed on Victoria. The drive plate has been moved and steering replaced. The recent bad weather has stopped external work being done. Heaters and silica gel pads have been put on Leamington to combat dampness.

**Bookings (AM)**

Allan reported that bookings are coming along well. The new prepayment booking system should be ready for testing at the end of February and active by mid March. John Aitken to be informed that the committee has agreed with this. Thanks to Stuart McMartin for his work.

**Treasurer (DSR)**

The following figures were given by Douglas.

The balance in the Bank of Scotland account is £57,319.03

Savings Account is £59,292.87

Douglas had made a donation of £70 to Bridge 1940 in connection with Bluebell taking passengers at our Christmas cruise weekends. Their chairman Brenda expressed dissatisfaction at this and felt it should have been more. Douglas increased this to £100. A donation has been sent to the air cadets regarding their help on Fun Day. Douglas had circulated the Accountants' guidelines from the auditors to new members of the committee. The new codes on the key safe will be changed when the clocks change. A new key safe to be obtained.

**Fun Day: (LN)**

Risk assessment has been done. Stallholders have been contacting Lynne and she has started contacting the others. It was with regret that we heard of the death of Willie McMartin a member of International Rescue who has demonstrated water safety at our Fun Day for a number of years. Representatives of the Society will attend his funeral. Peter Nixon has purchased a new sound system for Fun Day. It was decided to donate our old speaker system to the Deacons' Court. **ACTION LN**

**10. Any Other Competent Business:**

**Health and Safety:** Gordon obtaining First Aid kits from St John's ambulance.

Arrangements are being made for steam cleaning of the shower.

**Colin G:** Douglas asked what Colin G is being used for. It is going to be used for cutting down overhanging branches. A toilet is being installed at present.

**Company donation:** Lynne has applied to her employers again this year for £500 which is awarded to employees who are involved in volunteering.

**Edinburgh Canal Fun Day:** Duncan had a call from Edinburgh Canal Society asking if we could send through Victoria and Slateford to their open day on 18<sup>th</sup> June. It was decided to do this. Duncan to speak to Andy Devenport re insurance and possibility of St Magdalene attending.

**External Volunteers:** Johnny Green's son is the headmaster at a school for excluded boys and wondered if they could come along to work as part of a project. Johnny to explore this further as to how many would come and how often.

**ACTION DM, GH, JG**

**NEXT MEETING WILL BE AT 7.30 PM ON MONDAY 14 MARCH 2016**