

Minutes of LUCS Management Committee Meeting held on Monday 16 February 2015

Present: Duncan McIntyre (Chairman), Pat McIntyre (Secretary), Barbara Mckenzie, Ronnie Reis, and David Shirres

- 1. Chairman's Introduction** – The Chairman opened the meeting and welcomed everyone along.
- 2. Apologies** – Douglas Robertson, Allan Melling and Lynne Nelson
- 3. Adoption of Minutes from previous Meeting** – Minutes proposed by Ronnie Reis and seconded by Barbara Mckenzie.
- 4. Five Year Plan Review:** See updated Five Year Plan
- 5. Correspondence received:** A letter has been received from The Bank of Scotland donating £500 under the Matched Giving Scheme in respect of their employee Lynne Nelson who is a member of the committee. Letter passed to Douglas for his attention. Mary's Meanders – a local organisation who offers walking tours of Linlithgow is planning a publicity day in the town with various organisations invited on 28th February. LUCS is involved in this with a short boat trip and a quick visit to the basin. David Shirres and John Aitken are involved in this taking the party on St Magdalene.
- 6. External Meetings:** Allan Melling attended the AGM of Visit West Lothian. Their main theme for this year is promoting Scottish and local foods and several events are planned. Duncan had a meeting today with Roland Paxton from Heriot Watt University re Edinburgh and Glasgow Canals. They would like to install commemorative plaques at Fountainbridge, Falkirk Wheel and Linlithgow. The plaque at Linlithgow is to be unveiled on 9th June.
- 7. Committee Reporting Structure Update:** This has still to be finalised. David offered to put this together. Pat to send him information she holds. **ACTION PDM**
- 8. Website development:** In a submission from Allan he wrote that the format of the home page and other pages have now been decided on. A file showing the proposed home page has been distributed to committee members. There will be another website meeting on Monday 2nd March. Allan to report to Elspeth, our webmaster, after committee meetings with any news and upcoming events as she does not receive minutes until a month later when they are approved. This causes delays in website inclusion. **ACTION AM**

9. Conveners' Reports

Premises: (AM)

Approval for funding has been received from the Land Trust for upgrading the driveway. This is to take place within the next few weeks. The driveway has been marked out in readiness for this.

Marketing (DM)

Duncan still to speak to Bo'ness and Kinneil Railway re summer holidays joint day.

20,000 LUCS leaflets for the coming season to be delivered here next week. An A4 poster is to be produced shortly. The Model Boat Club have written to say that they are returning on our opening Saturday.

ACTION DM

Tea Room:

Barbara has compiled a spreadsheet showing takings in the tearoom over last year which she distributed to the committee and although there were some omissions where takings had not been entered it was interesting to see how much had been taken. In the coming year Barbara and Pat to compare takings and expenditure for the tearoom. A rota has been set up for the 40th Birthday.

ACTION BM and PDM

Boats (RR)

All material is now on site for the reconstruction of Leamington which is going very well. Ronnie has compiled a file for each boat and these are in the cupboard in the tearoom. Outboard details are in CG's file. Cosmetic work to be done on all boats before the start of the season. The first school trip is 25th February.

Bookings (DS)

Relatively quiet at the moment. The key safe is in place with spare set of keys. A yale lock is to be fitted to the main door of the MGC. David will do this. A free trip on St Magdalene to be given to the people who had the problem last month when the premises were opened late. Regarding the proposed trip to the Kelpies at the end of May he has had good feedback from Scottish Canals. He has a meeting in the middle of March with them to work out the details. The plan is that we leave the basin on Friday 29th May to the Wheel offering cheap rates with people making their own way back. On Saturday 30th we leave the Wheel at 10 am allowing four hours to the Kelpies. On Sunday we leave the Kelpies at 11 am for the Wheel and then on to Linlithgow. A decision will be taken before the end of March as to whether this goes ahead or a Wheel trip is substituted.

LUCS has been invited to the formal opening of the Kelpies Visitor Centre in October. David would also like to have trips to the Kelpies mid week in July. He will look into this.

David is discussing with Douglas the possibility of advance payments for Wheel Trips and charters.

ACTION DS

Social Media: David has analysed the Facebook page as to age and distance and handed out copies.

Treasurer (DSR)

The following figures were sent by Douglas. The balance in the Bank of Scotland account is £62,896.28, Savings Account is £59,060.85.

40th Birthday Update:

The 40th Birthday committee had a meeting last Saturday. On Friday 17th April there will be a trip on St Magdalene with past chairmen, founder members, former Deacons Court provosts and other invited guests followed by a meal in the tearoom. On Saturday there will be a special day at the basin with free boat trips, a quiz, folk music and a barbecue. Invitations are being printed.

9. Any Other Competent Business:

The new chairman of Scottish Canals would like to visit us. Duncan will contact him.

Richard Miller, a director of Scottish Canals is to be invited to the next Committee meeting. Duncan to arrange this.

David has written an article for the Black Bitch magazine for the next publication.

Pat to put dates for events in Linlithgow.com.

ACTION DM and PDM

THE NEXT COMMITTEE MEETING WILL BE ON MONDAY 9TH MARCH 2015