

# UEDG Board Meeting Minutes

## Tuesday 24<sup>th</sup> July at 6.30pm

### **Actions in Bold**

**Present:** Nina Finnigan, Ian Stuart, Jennie Mills, Victoria Long, Ken Porter, Lindsey Reid. Sue Company attended for the duration of the financial matters.

**Apologies:** Bernard Provost, George Birrell.

Nina welcomed all, including Sue who is helping with our bookkeeping and accounts.

**Minutes of Previous Meeting:** These were passed as correct by Lindsey, seconded by Ken.

**Matters Arising:** Sarah and Ian Stuart had both resigned from the board. We thanked Sarah for her work and wished her success in her new job. Ian will also be leaving at the end of the month since with Sarah working, he cannot afford the time. Nina thanked him for all his work with events.

**Declaration of Interest:** none.

**Reports - Finance:** Approval of 2017 accounts. Nina asked if we could send any queries about these to her.

### Profit & Loss

Sue has been liaising with Theresa and gave us copies of the profit & loss for the last 5 months, broken down between Building, Bar, Café, Shop. This was studied by the board.

We thanked Sue for her great help and all the work she has done.

Events Report: Ian read from the Marketing and Events meeting Minutes:

Eskdale Expressive Arts are arranging various events with more coming up. They organise these and hire rooms from the Hub for them.

In August the Hub is arranging a Burns Night supper which Ian is organising. He will be reducing his activities after that and will not be involved with the marketing. Jayne has made up a report which Nina will send around.

It was noticed that there were about 50 people at the last Music Night. About £300 was taken in the Café and a reasonable amount in the bar. The food was prepared before-hand and one person was employed to serve.

The Talk on the Introduction of Eagles into Dumfries & Galloway drew in about 38 people. The Café had the full menu on offer and Andie and a helper were on duty. Ian suggested that if we can keep the menu simple for events, there is no need for more than two dishes: one meat and one vegetarian. Ian has been in touch with the ranger at the wildlife place in Moffat, who would be happy to give a talk.

Some funding has been applied for to put on an event for St Andrews Night, and Ian will help with this if the application is successful.

Kate's Kitchen: There was a visit from Catherine Dale who set up Kate's Kitchen in Annan. She has received funding to set up 'pop-up' Kate's Kitchen's in other communities to offer social support and has asked for a date to have one at the Hub. **Victoria will investigate** this further.

Eventbrite: This is a booking app that EEA are starting to use for their events at the Hub. The UEDG may also use it, but we must look at this carefully since only some people use online bookings.

Retail: Lindsey reported on this from her notes: The difficulties with getting volunteers for the shop due to their dislike of the IPOS till had been discussed. Apparently, a simple till would be adequate for the job and the type **will be researched by Lindsey** after she and Nina have spoken with Theresa about the effect on bookkeeping.

Cash is sometimes being taken to pay for items for the Café. It was suggested that the Café and the Shop use the same suppliers and mainly ones that deliver. It was also suggested that buyers for the Café and Shop use the UEDG debit card for their purchases, rather than their own money so that less money had to be re-implemented with complicated bookkeeping involved.

Café: There is a plan to have a standard menu on the table for every day, reducing the menu options.

End of Day Food Report : Victoria explained: The collection of End of Day items from Tesco was suggested by an organisation called Fairshare in 2017. They arrange for superstores to allow 'end of day food' to be collected by charities, free, for distribution. It was arranged that we collect fortnightly from Tesco in Lockerbie on a Wednesday and we began collecting late in 2017. At first this was reasonably successful: food was made available in the shop area on a Thursday: salads, fruit, vegetables and bread. However, most of the bread was white until Victoria stopped bringing it as people did not take it, except for the best quality. As the weeks went by the amount of vegetables and fruit available for collection reduced. In February, information reached us that we could have been collecting chilled food: meat, cheese, fish and ready-made meals. A chill box was ordered for us. However, on the first visit to the store with the chill box, it was found that there were no chilled items left and very little else. Presumably they had already been collected by the local public. At that point it was decided that the collecting would no longer be carried out, as there was not enough food for it to be worth it. We are very grateful to Tesco, Fairshare and FoodCloud for providing this service and sorry that it did not work out.

Ways of working with ESMP Hall:

There is to be a Ceilidh at the Village Hall in September, with the initial meal at the Hub. Money is being donated for this by the Community Council who have stipulated that this be a joint event.

Lunch Club: It was suggested that a set process be carried out in its organisation and financial processing. The event in future can come within the Marketing and Events sub-group. **Nina will discuss** further plans with Victoria.

Other Events/Activities at the Hub to bring people in:

There was a discussion on how to involve more of the local community in the Hub. It was suggested that we need something much more focused to bring people in.

A Coffee Club was suggested.

Yeshe Palmo has written and wishes to start a craft club.

Planning the AGM: the date chosen is Sunday 30<sup>th</sup> September. It was felt that we should hold the meeting simply for the business of the AGM but hold a party for all at a later date.

Wifi for the public: most of the board were happy to have the Wifi open at all times if it is free.

**A.O.B.**

Printer: **Nina will look** into getting another.

Volunteers for Hub: Volunteers from Workaway was suggested. **Victoria will find out more about it**. However, it was felt that frequent training up of new volunteers might be a problem.

A Display to attract the public: A 'Tableau' of a 'Tea party' at the front of The Hub had been suggested, to attract the attention of passers-by, using the existing logs in a circle. If done, the figures should look quite professional. This was a possibility if we could get members of our community to make these. Some of the children may be interested and/or the craft groups.

**Next meeting: Tuesday 21<sup>st</sup> August**