Kirkby Malzeard Mechanics Institute
Trustees Meeting 10th February 2025

Minutes

Present:
Geoffrey Berry (GB) – Chair,
Mary Crawshaw-Ralli (MCR) – Secretary,
Janice Attwood (JA) – Treasurer
Jane Johnson (JJ) – Bookings Officer
Malcolm Constantine (MC) – Maintenance
Linda Moore (LM) & Emily Roberts (ER) – Entertainment group
Ric Hill (RH) - IT Officer

***Apologies: ER** – Late arrival*

Standing items

1. ***Minutes of the Meeting 15th January 2025***
Accepted – ***GB & JJ***

2. Matters Arising from the previous minutes

- *Snooker blinds – no response from Carlos Ribeiro from the S&B section (who had originally suggested they should be replaced)* ***MC*** *will now get quotes and it is still plan to ask Parish Council for possible grant money for it.*
- *Dates for delivery of skip/filling of skip –* ***GB*** *has a quote of £107 + VAT so will go ahead and arrange.*
- *Stage Lighting training –-* ***ER*** *Training session has been completed and different* 'looks' have been programmed in to the lighting system.
- *Grant for Solar panels* ***RH*** *–still awaiting cheque.* ***RH*** *will chase up. May need to delay the installation date. He will also speak to building insurance company to update them about thew solar panel installation.*
- *CPR training –* ***MCR*** *has booked this for 10am Saturday 7th June*

3. Treasurer's Report

JA (awaiting summary from JA)

4. Membership/Volunteers/Bookings/Events – JJ/LM/ER

- ***LM*** *went through upcoming events and secured volunteers for events as needed.* ***MCR*** to start using Volunteer's WhatsApp group to request help for April events *onwards.*

- ***MCR** planning to update membership list after the* Member's Coffee morning *and liaise with **JA** about members who have paid online.*

Bookings and Events
***JJ** had submitted monthly sheet prior to the meeting.*

5. Maintenance Issues Update - MC

- *Re-surfacing/maintenance of hall floor & damage/crack near stage – **JJ** has secured a 3rd quote (from George M Meer) of £2733 this is the most reasonable and from a local tradesperson. Committee agreed to this quote.*

- *Nidderdale Plus grant for outside area – **MCR** has chased them up again. Need to re-form the group planning the work. **JA** will check the emails and confirm our bank details with Nidderdale Plus.*

- *Floor/carpet cleaning – this was discussed and agreed that this needs to be done. **JJ** to arrange a quote for this work.*

***6. Constitution work - MCR** has contacted Yorkshire First Community Support and they have offered a free legal specialist* 'first look' *at our current situation and then suggestions as to what the next steps might be. It was agreed that we would accept the first look offer and then discuss the next steps when we get this information.*

***7. Correspondence** – Non*

***8. Committee Holiday - LM** has recorded these for cover and events purposes.*

9. Any Other Business

- *Issues raised by BW – **RH** to upload previous minutes onto village website. **MCR** to print off minutes for folder in coffee room.*

- *Sound system review - **ER** awaiting AV Matrix to get back to her re suggestions and costings. ER will also look into alternative companies.*

10. Date of next meeting

7.30pm Wednesday 19/03/25