Kirkby Malzeard Mechanics Institute
Trustees Meeting 16th April 2025

Minutes

Present:
Geoffrey Berry (GB) – Chair,
Mary Crawshaw-Ralli (MCR) – Secretary,
Janice Attwood (JA) – Treasurer
Malcolm Constantine (MC) – Maintenance
Linda Moore (LM) – Membership & Entertainment group

Apologies: *Emily Roberts, Ric Hill, Jane Johnson*

Standing items

1. ***Minutes of the Meeting 19th March 2025***
Accepted – ***LH & MC***

2. Matters Arising from the previous minutes

- *Snooker blinds –* ***MC*** *update – Being fitted week of 05/05/25. They will send an invoice once the work is completed and checked (by* ***MC****)*

- *Grant for Solar panels* ***- RH*** *has provided email updates between meetings. New delayed installation date in place due to a design oversight by the vendor that required a lengthier approval process from Northern Powergrid.*

  New schedule – scaffolding 14-15th May (exterior work, back half of building only). Vendor indicates that they will likely complete on Wed 14th, but may need some more time on 15th. If so, they will ensure vehicles are out of the way for minimal impacts to attendees of the all-day job fair on 15th. Solar system install: 19-23. Committee aware and has approved these dates.

- *Re-surfacing/maintenance of hall floor & damage/crack near stage –* ***work completed***

- *Nidderdale Plus grant for outside area – Working group formed to take this work forward* ***(JA/GB/MC)***

3. Treasurer's Report

JA *presented the receipts and payments report for the month of March 2025.*

Main points –
Takings for both the Quiz night and Music night were down again (as compared to same dates last year. ***JA*** *highlighted the costs for the prizes for quiz night and the performer drinks tokens at Music Night. Currently at Quiz night the 1st team prize is £5 MI vouchers (max of 6) and 2nd prize is £2.50 MI voucher (max of 6). Of note last quiz night had only 3 teams so there was only a 1st prize awarded. All performers at music night are given a drinks token (? maximum value) but with increasing numbers of performers and large groups (Songbirds as an example) this can translate into a significant loss of bar takings. There was some discussion if we should change or stop any of these but there was not a clear consensus about what*

*to do and also as **ER** and **JJ** (Events Team members) were not present at the meeting no decision was made. This will be revisited and discussed next meeting.*

*No accounts coming through for the coffee machine – **JA** will chase up.*

*Membership income is still significantly down. Very little in payment from S&B members. The Committee is aware that some S&B members expressed unhappiness about the £5 increase in their fees for 2025 (presentation at the AGM from BW). **MCR** to approach the S&B Section Committee members to offer an opportunity for members to pay and plan a way forward through this apparent impasse. Concerns were raised about the current key system and that the Committee currently has little knowledge or control over the use of the snooker rooms or membership of the S&B section. Possible change to locks or installing an electronic entry system discussed as possible ways to try and manage this issue were discussed. Plan to revisit this at the next meeting.*

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

- ***LM** went through upcoming events and secured volunteers for events as needed.*
- ***MCR** updating the membership list after information from **JA** about all members who have paid online. **MCR** will also try and get an up-to-date list of S&B players from **BW***

Bookings and Events
***JJ** had submitted monthly sheet prior to the meeting. Disco planned for on Saturday 7th June to coincide with the Village Gala weekend.*

5. Maintenance Issues Update - MC

- *Re-surfacing/maintenance of hall floor completed*

- *External painting – **MC** has chased up Gary Carson and a date in May (weather permitting) is in place.*
- *Carpet and deep clean – arranged by **JJ***

***6. Constitution work –Still** awaiting Yorkshire First Community Support* legal '*first look*' *feedback and then discuss the next steps once we have this information. MCR will enquire about an update before the next meeting.*

***7. Correspondence** – Non*

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

***9. Any Other Business – JA** mentioned issues with booking new events – neither **JJ** or **RH** present so will need to be revisited at the next meeting.*

10. Date of next meeting

7.30pm Wednesday 21/05/25