

NICS Social Club Management Committee 2019/2020

Minutes of the seventh meeting on Monday 9 December 2019 at 7:30pm in Reception office.

Present:

David Reilly (Chairperson), David Jackson, Nic Leitch, Jim Savage, Shaun McMorran, Sandy Webb and Kieran Devlin (Acting Secretary and, Operations & Facilities Director).

1. Apologies:

Billy Gamble and Gillian Lynas.

2. Correspondence:

A thank you card was received from Jean Ellison.

3. Minutes of the last meeting (Monday 11 November 2019):

The Chairman asked the Committee to review the minutes of the last meeting on Monday 11 November 2019. The minutes were agreed unanimously by Committee members.

4. Matters arising from the minutes of Monday 11 November meeting:

Item 7 (4) - Trustees – David Reilly informed the Committee that a letter had been issued and that a number of withdrawals had been received but only one person had allowed their name to be put forward.

Item 10 (1) – Balcony Door Stopper – Kieran Devlin informed the Committee that DoF are currently looking at possible solutions.

5. Reporting on Club matters:

Strategy – Next update due in January after the Council Meeting on Friday 13 December 2019.

**Action Point: Strategy update to be circulated after Council meeting.
(Kieran Devlin)**

Legislation – No update at present.

Finance – Kieran Devlin presented the Committee with the financial report for the period-ended 30 November 2019, which shows a surplus of £23k. However, compared to the same period last year, this represents a £66k turnaround and is extremely encouraging.

A further discussion took place on setting up a reserve account, and that any surplus should be put aside. It was agreed by the Committee to proceed and that the Chairman would take this forward with the Treasurer.

Action Point: Put in place arrangements for a Social Club cash Reserve Fund. (Chairman, Treasurer and Kieran Devlin)

Operations – Kieran Devlin presented the monthly report which detailed the catering figures for breakfast, lunch and evening meals with a comparison to the previous year. All the year-to-date figures covering income, catering covers and room bookings show an increase compared to last year. The new Coffee Pod is exceeding all expectations and is providing a strong income stream for the Social Club.

6. Issues Log:

Issue 1 – Access Control System – Kieran Devlin advised that the new access control system is progressing and that implementation is planned for January 2020.

Issue 2 – Staff Call System – Kieran Devlin to investigate this option.

Issue 3 – Mobile Coffee Unit – On hold.

7. Trustees Update:

David Reilly provided an update on the trustees and he advised that, if needed, a second trawl should be undertaken and further suggestions of suitable potential trustees would be welcome.

8. Access Controls:

A brief discussion took place on the implementation of the access controls. Kieran Devlin informed the Committee that once the new access control cards arrived, information would be issued to members about how to collect the new cards from reception and about their activation and use from January 2020.

Action Point: Re-issue to Committee members new revised timings for door access controls. (Kieran Devlin)

9. Approval of New Members:

Kieran Devlin presented a list of prospective members with their associated application forms, which were approved by Committee members.

10. AOB:

Staff Structure – Kieran Devlin informed the Committee that the new staff structure was being presented to Council and that it would be signed-off by the Council before full implementation.

Committee Xmas Dinner – It was agreed to arrange for the Committee's Xmas dinner to take place in the new year on the first steak night of 2020.

AGM Nominations – Nomination forms will be circulated shortly for the 2020 Committee.

Action Point: Distribute Nomination Forms to sporting clubs for their nominees for the Social Club Committee for 2020/2021. (Chairman and Kieran Devlin)

Glass Collector- James Savage expressed, and wanted to pass on, that the glass collector is working well and helps to alleviate pressure on the bar staff.

The meeting closed at 8:45 pm.

Date of Next Meeting: Monday 13 January 2020 at 7:30pm.

Kieran Devlin (Acting Secretary / Operations and Facilities Director)

10 December 2019