

NICS Social Club Management Committee 2018/2019

Minutes of the second meeting on Wednesday 30 May 2018 at 7pm in Finance Office.

Present:

Billy Gamble (Acting Chairman), David Jackson (Treasurer), Shaun McMorran, Nic Leitch, Gillian Lynas, Sandy Webb and Kieran Devlin (Acting Secretary and Operations and Facilities Director).

1. Apologies:

David Reilly and Philip Anderson.

Billy Gamble opening the meeting by welcoming the two new co-opted member Gillian Lynas and Sandy Webb to the Committee and introduced them to the other Committee members.

2. Correspondence:

Disciplinary Letter – Letter received from members regards ongoing disciplinary matter.

3. Minutes of the last meeting (Wednesday 25 April 2018):

The Chairman asked the Committee to review the minutes of the last meeting on Wednesday 25 April 2018. The minutes were then unanimously agreed by Committee members.

4. Matters arising from the minutes of Wednesday 25 April 2018 meeting:

Item 2 (1): Big Lottery Fund – Kieran Devlin informed the Committee that we had not received any feedback. It was agreed that feedback would help in being able to re-submit for any future applications.

Action Point: Follow up Big Lottery Fund to get feedback on the application so that we can apply again in the future. (Kieran Devlin)

Item 4(5): Shadetree Sports – Kieran Devlin informed the Committee that a part payment had been received and that continued communications with Shadetree Sports are ongoing. Gerry Kelly, CEO still remains in contact with Tourism NI who are fully aware of the situation.

Item 4(5): Liz Hobbs Group (Outdoor Concert) – Kieran Devlin informed the Committee the concert had been cancelled and that the group would still be very keen in hosting concerts on-site.

Item 4: Whistles Bar & Restaurant TV's – Kieran Devlin informed the Committee that the TV on the fire exit wall has not been repositioned.

Action Point: Reposition the TV on the fire exit wall and facing down the bar. (Kieran Devlin)

Item 4 (1): Whistles Bar & Restaurant Furniture – Kieran Devlin informed the Committee that the leather had arrived for the four bar stools that they will arrive next week.

Action Point: Follow up with supplier to get an update. (Kieran Devlin)

Item 5 (1): Back Gate – A brief discussion took place about the bottom gate. It was reiterated to keep monitoring it and to ensure that the groundstaff continue to monitor and keep it closed.

Action Point: Follow up with groundstaff to monitor and ensure it is closed when not in use. (Kieran Devlin)

Item 5 (1): Reception TV – A brief discussion took place on the Reception TV. It was agreed that it is working well. Kieran Devlin informed the Committee that we still needed to promote club fixtures on-site. It was agreed to email the club asking them to send in their fixtures and to provide an email address so that it can be added to the TV

Action Point: Email clubs asking them to email club fixtures to reception @nicssa.co.uk (Kieran Devlin)

5. Reporting on Club matters:

Strategy – Kieran Devlin informed the Committee that a draft outline of the next three-year plan was presented to the Council meeting in May and a more detailed report will be circulated for feedback to all parties involved.

Legislation – No discussion, as NI Assembly has not met since 13 March 2017.

Finance – Kieran Devlin presented the Committee with a financial report up to 30th April 2018. Although, the financial position is not as good as the financial position for the same period last year, the small deficit is to be expected as there have been fewer events taking place.

Operations – Kieran Devlin informed the Committee of the following:

Staff – Kieran Devlin informed the Committee that a third chef has rejected the post and he was currently working on a number of options to get a replacement. Kieran Devlin also informed that Committee that the Club had new additional bar and reception staff and they are currently going through training.

Drinks Promotion – Kieran Devlin informed the Committee that the team were looking into promotions for the upcoming Football World Cup. Sandy Webb asked

that promotions be extended to include the Men's & Women's' World Hockey which would be shown on TV

Mystery Shop– Kieran Devlin informed the Committee that a mystery shop had been conducted and that the report highlighted some valuable feedback which is currently on our list of items such as uniform etc.

Balcony Furniture – A brief discussion took place on the balcony furniture. Kieran Devlin informed the Committee that due to the payment from Shadetree Sports being late has caused budgeting issues. However it is an issue that will be resolved sooner rather than later.

Priorities List – Capital spend:

Priority 1	Balcony Furniture	Ongoing.
Priority 2	Small Mac Balcony	Ongoing.
Priority 3	Pavilion Signage	Ongoing.
Priority 4	Solar panels	Ongoing.

6. Issues Log:

Issue 1 – Mobile Coffee Unit – Ongoing

Issue 2 – Buzzer Access Control system – A discussion took place on this matter. Kieran Devlin informed the Committee that all software is compatible, however we may need to introduce chipped cards for Social Club and Activ members. On completion of the works, members would be informed of the necessity that cards are used once the system is fully operational.

7. Arrangements for Disciplinary Hearings:

Following on from the lodgement of the complaints and under the rules and regulations of the NICS Social Club the need to set up a Disciplinary Sub Committee and an Arbitration Sub Committee was agreed.

Kieran Devlin informed the Committee that there were two cases now ongoing. A discussion took place on the first case, then, when the second case was being discussed, Kieran Devlin was asked to leave the room before the second case was being outlined (as Kieran Devlin was one of the parties involved in the incident; during Kieran Devlin's absence the Committee agreed the membership of the Disciplinary Sub Committee and an Arbitration Sub Committee

8. Approval of New Members:

Kieran Devlin presented a list of prospective members with their associated application forms and these were agreed unanimously with one application being rejected.

9. AOB:

1. Front Door Sign – Nic Leitch asked was there any update on the Front Door Signage. Kieran Devlin informed the Committee that it was one of the priorities however not an immediate priority.

The meeting closed at 8:20 pm.

Date of Next Meeting: Wednesday 27 June 2018

Kieran Devlin (Acting Secretary / Operations and Facilities Director)
31 May 2018