

## **NICS Social Club Management Committee 2018/2019**

### **Minutes of the third meeting on Wednesday 27 June 2018 at 7pm in Finance Office.**

Present:

David Reilly (Chairperson), David Jackson (Treasurer), Shaun McMorran, Nic Leitch, Philip Anderson and Kieran Devlin (Acting Secretary and Operations and Facilities Director).

#### **1. Apologies:**

Billy Gamble, Gillian Lynas and Sandra Webb.

#### **2. Correspondence:**

No Correspondence.

#### **3. Minutes of the last meeting (Wednesday 30 May 2018):**

The Chairman asked the Committee to review the minutes of the last meeting on Wednesday 30 May 2018. At the meeting the minutes of the previous meeting on 30 May were accepted with some suggested minor textural changes to make the meaning clearer. The amended minutes will be circulated to the Committee for their approval.

**Action Point: Revised minutes to be circulated to Committee for approval. (David Reilly)**

#### **4. Matters arising from the minutes of Wednesday 30 May 2018 meeting:**

Item 4 (2): Big Lottery Fund – Kieran Devlin informed the Committee that he had spoken to the Big Lottery Fund and the feedback was that we had too high of a turnover to be considered. Other funding options will need to be considered if this is to be taken forward (See Item 6, Issue 1 below).

Item 4(6): Shadetree Sports – Kieran Devlin informed the Committee that since the last meeting we have received no further payments and that continued communications with Shadetree Sports are ongoing. Gerry Kelly, CEO still remains in contact with Tourism NI who is fully aware of the situation.

Item 4 (1): Whistles Bar & Restaurant TV's – Kieran Devlin informed the Committee that the TV on the fire exit wall has not been repositioned yet but, when the contractor returns to carry out minor repair, the work would be carried out at that stage.

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

Item 4 (2): Whistles Bar & Restaurant Furniture – Kieran Devlin informed the Committee that the leather had arrived for the four bar stools so that they should arrive next week.

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

Item 4 (2): Back Gate – Kieran Devlin informed the Committee that, once work starts on the Pavilion front entrance door, the gate will be locked and will remain locked with a permanent sign letting delivery drivers know the process of how to access the restricted area.

**Action Point:           Gate to be locked with permanent signage attached. (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.

**Action Point:           Email Committee members the last update from the previous Council Meeting. (Kieran Devlin)**

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 31 May 2018. Although, the financial position is not as good as the financial position for the same period last year, the deficit is to be expected as fewer events have been taking place.

### Operations

*Staff* – Kieran Devlin informed the Committee that a third chef had been appointed and that his hours would be split between the bar and kitchen. Currently a review of the hours and staffing levels is being undertaken as a number of the part-time staff will be leaving for University.

*Balcony Railing* – The Committee's attention was drawn to the railing on the balcony which needs to be repaired. Kieran Devlin informed the Committee that this was currently being priced and should be completed in the near future.

*Bar License*– Committee asked for an update on the Bar License renewal which was due to be completed by 31 March 2018.

**Action Point: Follow up with Solicitors for an update. (Kieran Devlin)**

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 – Funding options will need to be considered if this is to be taken forward.

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

## **7. Arrangements for Disciplinary Hearings:**

Information from the alleged transgressor and witnesses is still being gathered. However, the Committee agreed that the process should move forward to the next stage of arranging hearings.

## **8. Approval of New Members:**

Kieran Devlin informed the Committee that no applications had been received due to the Summer Activ8 campaign.

## **9. AOB:**

Treasurer Role – Billy Gamble has agreed to take on the role of Social Club Treasurer. The Committee unanimously approved the proposal that he should take over that role from David Jackson who has previously indicated that he wishes to stand down from that role. The Committee recognises, and is very grateful for, the professionalism that David Jackson has shown during his tenure of office.

Although David Jackson has stood down as Treasurer, he indicated his willingness to continue on the Committee. It was proposed, and the Committee unanimously agreed, that he should be co-opted onto the Committee for the remainder of the year.

Holiday Hours – Kieran Devlin outlined the schedule for the holiday opening hours. However, the Committee asked that the times should be considered with regard to the timings of World Cup matches.

The meeting closed at 8:05 pm.

**Date of Next Meeting:** Wednesday 12 September 2018

**Kieran Devlin** (Acting Secretary / Operations and Facilities Director)  
03 July 2018