

**Minutes from MOGS meeting – 14/01/2019**  
**The Old Girls' School Community Centre**

**Present:** Allyson Chambers, Andrew Potts, Karen Packham and Sarah Kay

**Apologies:** Collette Martin

Discussion Point	Status
<p><b>Minutes of Last Meeting Matters Arising</b></p> <ul style="list-style-type: none"> <li>• Security lights to be fitted in the next 2 days</li> </ul>	
<p><b>Treasurers Report</b></p> <p>Budget figures are promising for year end.            December budget was acceptable against forecast.            Calendar sales are down, probably due to all sales through Sue.            Electricity and gas bills have increased, due to winter use. SK to review any options to conserve energy in the building, such as electric heaters. This would tie in with the proposed Trust Environmental Policy.            Budget needs to be prepared for next financial year.            BLF funding for sessional workers has been re-allocated to salaries. This will allow support for Sarah and cover for when Sarah is not available.            Already on target to achieve January's budget.            33% of February's budget has been achieved.</p>	Sarah and Karen
<p><b>CCM report</b></p> <p>Volunteer hours for MOGS and FOGS has been summarized by Sarah.            This now includes a new support group: Cinema of Old Girls' School (COGS)            Room bookings include a Xmas event for 19<sup>th</sup> December.            Children's parties are proving popular            The Cinema has been a great success.</p>	
<p><b>FOGS Report</b></p> <p>Allyson reported agreement on a number of events scheduled for 2019. Although planned, support on running the events needs to be agreed.            FOGS still has no secretary, with Allyson fulfilling the role of Chair and Secretary at present.            Next meeting 4<sup>th</sup> February</p>	
<p><b>Cinema</b></p> <p>Next 2 showings are already sold out.            A date needs to be agreed for release of next showings tickets, to try and manage demand. There is a concern on Sarah's time selling tickets.            Next tickets to go on sale will be April's showing of A Star is Born.            There was a request for film showings for mum's with babies. This was agreed as unachievable. However, coffee mornings etc. could be considered.            Due to insufficient donations, it was agreed not to offer alcohol at the next viewing</p>	

<p><b>FF &amp; E</b>  £18,465 spent out of a budget of £19,000.  Sarah suggested a shredder from remaining budget.  Karen suggested comfy seats for Ethel Smith Suite.</p>	
<p><b>IT Suite</b>  IT Suite to be renamed, with a number of options proposed.  Allyson to progress.  Options for use of the room was discussed, including a social area and a recreational gym area.</p> <p>Projector to be fitted on Wednesday.</p> <p>Andrew Robertson meeting was positive. Sarah and Allyson are following advise provided on FB and merging the 2 main sites.  Also, recommendations to link the Tearooms and the Trust sites are to be followed.</p> <ul style="list-style-type: none"> <li>• Use FB site to promote room availability</li> <li>• Promote “likes” and “shares” on the FB site</li> <li>• Constantly update the FB pages</li> </ul> <p>The website requires updating. Allyson to arrange for Kevin Sibson and Andrew Robertson to meet and discuss.</p> <p>There is also an offer to assist in twitter and other social media sites.</p>	<p>Allyson</p> <p>Allyson</p>
<p><b>Screwfix Foundation Application</b>  Application has been made, but not confirmed as received.  Karen to re-apply, as hardware is required to assist repairs and maintenance.  Drill and drill bits are the priority.</p>	
<p><b>Staff Update</b>  Cover for the CCM can now be funded through the BLF funding. To include cleaning. Proposal is 2 persons @ 10 hours per week each on permanent contracts.  Job description and proposed working hours was agreed. The Trust is to be consulted, prior to advertising.  Local websites to be used to advertise, rather than local press.</p>	<p>Sarah to consult Les Wake</p>
<p><b>Snag List</b>  Tony Hewitt has roof repairs in hand.  However, damp patches are appearing in other areas of the building, including the Turner Hall.  Other areas still require attention, including most of previous snag list issues.  Gary Limbert to be contacted to progress with Bailey Hague and also resolve the CCM’s door.</p>	<p>Sarah to contact Gary Limbert</p>

<p><b>Alcohol License</b> Dawn Jacques wishes to have a license, but cannot obtain one until the OGS has a premises license. The consensus of opinion was that temporary licenses would suffice</p>	
<p><b>Kirkgate Childcare</b> No progress on security and inclusion of Kirkgate Childcare with OGS system.</p>	Karen to contact Mayfair
<p><b>Little Tearooms</b> Request to include a car park direction sign at bottom of drive entrance. Sign required. Request for inclusion in signage for key locations in village. Karen to investigate, though any such inclusion could only be for the OGS.</p>	Sarah to source sign
<p><b>AOB</b> Sarah presented the OGS promo video by Josh Easham. Excellent presentation, which MOGS fully appreciated.  CCM to review working hours and better manage availability for users. Cover for events is required. Karen suggested previous interest from potential volunteers to be contacted for assistance with “social duties”. Includes providing refreshments at events, including cinema.  Allyson suggested John Fleming to be contacted, reference providing home security advise.  HCS invoice from October 2017 received by Karen for agreed price of £75. Invoice received for £161.83. Karen to raise cheque for £75 in full and final settlement as per agreed charge.</p>	Allyson

**Next MOGS meetings 11<sup>th</sup> February 2019 and 11<sup>th</sup> March 2019**