

HIGHLAND WOODTURNING CLUB, Club Premises, Munloch Village Hall
Minutes of COMMITTEE MEETING held Thursday 23rd January 2020 at 5.30pm in the Club Premises.

1. **WELCOME** Present :- Alec Mutch, John Cheadle, David Hobson, Jim Kelman, Geoff Potter, Cliff Sim, Douglas Stewart, John Ruickbie, Peter Lawrence, Colin MacRae
2. **APOLOGIES:** Errol Levings
3. **APPROVAL OF MINUTES OF LAST MEETING**

Minutes for meeting held 28th Nov 2019. Approved as being correct. Proposed by JK, seconded CS.

4. TREASURER'S REPORT

CS handed out copies of a statement for the year ending 31/12/19. This account had been examined and signed as correct by Bill Munro HWC and Glen Stewart.

- a) CS reported that there was a good balance of funds. The Xmas raffle had raised a good sum of income amounting to £340. A substantial part of the expenditure was due to non-recurring costs, these were principally the recent equipment and fixtures upgrading to improve H&S for members.
- b) The Committee all agreed that all the expenditure on H&S was very well spent.

5. 2020 MEMBERSHIP UPDATE

GP reported that he currently had a 71 members names on his membership list. 4 of these members had given notice of their resignation, leaving total of 67 members. Out of these 16 members had still to pay their fees for 2020. (A further 7 members paid on 23/1/20 leaving 9 members to pay and there was one further resignation).

(So - on 23/1/20 a total of 57 members have already paid their fees).

There were currently 7 people on the waiting list and they will be invited to join as space becomes available. It was agreed that the last date for payment would be at the AGM in two weeks time - after which point places will be allocated to people on the waiting list. GP agreed to issue an e-mail reminder to the outstanding non-paid members prior to that meeting.

6. UPDATE ON THE 28th NOVEMBER TO DO LIST

Using the 'to do list' circulated by e-mail to all the Committee

- 1) Provide stands for extractor hose by each lathe –done.
- 2) Provide a sharps disposal facility – done.
- 3) Provide a box of earplugs - done
- 4) First aiders - post the revised list - done
- 5) Eating and drinking in the workshop.- rules revised and displayed. Also uploaded to website.
- 6) Display fire and evacuation notice - ongoing but needs information from the Hall managers.
- 7) Provide a DO NOT USE sign - done.
- 8) Signage etc for low door. - ongoing
- 9) Modify ramp and handrail to one side. - Bill Munro will fit next week.
- 10) Move magazines into the back room, out of passageway. - done.
- 11) Provide emergency lighting to workshop, back room - done.
- 12) Clean and tidy the Wood store - nearly complete, finished next week.
- 13) Obtain extra keys for the wood store - done.
- 14) Remove unconnected cable- done.
- 15) provide dust extraction to sharpening area – done

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- 16) Upgrade the safety screens and improve stability – it was agreed to order and fit new polycarbonate screens to the broken screen. D Hutcheson to organise. EL to advise on the fitting of wire mesh.
- 17) Provide blank certificates and a register for bandsaw, sharpening and sanding – GP to organise.
- 18) Document the instruction and an assessment of each member before they are allowed to use lathes- GP to organise
- 19) Investigate AWGB trainer and DVD for trainers - ongoing.
- 20) Propose limit of attendees. - agreed to be 65.
- 21) Print winners certificates - done
- 22) Upload approved minutes - done
- 23) Upload details of Emergency Stop Buttons to website - done
- 24) Collect fees for 2020 - ongoing.

7. HWC CARDS OR NAME BADGES

It was agreed that the current plastic cards would no longer be issued as they were of little use. There was a continuing turnover of new members to the Club and it was difficult for everyone to know peoples names. It was agreed that clip-on name badges would be produced for all members after the AGM and all members would be requested and encouraged to wear them during meetings. Badges would be made available for guests during visits. GP to obtain the necessary materials.

8. LIST OF MEMBERS DETAILS

It was agreed that GP would circulate a copy of the full membership list to all Committee members after the AGM. GP noted that the list was in any case available to all from within the internet DROPBOX.

9. STATUS OF COMMITTEE MEMBERS FOR 2020

CM had already notified his resignation after 4 years. His work on Committee was gratefully acknowledged by all. All other Committee members were intending to continue therefore two vacancies were available on the Committee. It was agreed that a request to all members present at the Club meeting would be invited to put their names forward if they were interested. Two members had already expressed an interest in joining the Committee. Committee responsibilities would be reallocated after the AGM.

10. COMPLETE PROGRAMME FOR 2020

The programme has already been published for 2020 up to 11th June. The programme for the rest of the year was discussed and almost completed. The All Day Event was notified as being Pam first, Gary Lowe second and Andy Walters third.

11. AOCB

CS would not be at the AGM. The account would be displayed via the camera - so that all members would be able to view it at the AGM.

NEXT MEETINGS

AGM 6th February at 6.45pm**, Saturday 8th February 10am – following the AGM**,

16th April, 11th June, 6th August, 1st October, 26th November

All meetings are scheduled for Thursday at 5.30pm except for the AGM and the Committee meeting immediately following the AGM which are marked **