

DRUMSHEUGH BATHS CLUB. LIMITED

MINUTE

MEETING OF BOARD OF DIRECTORS by ZOOM

2.00 pm 22 June 2021

PRESENT:

Carol Keith (Chair) (CK)
Gordon Henry (GH)
Stephen Archer (SA)
Tony Vettraino (TV)
Caroline Docherty (CD)
Abbe Le Pelley (ALP)

IN ATTENDANCE:

Paul Dunlop (PD)

1. APOLOGIES

None.

2. MINUTE OF LAST MEETING

The Minute of the previous Board meeting, held on 5 May, previously circulated by email, was APPROVED.

3. FINANCE

- GH **REPORTED** that the financial position remains good. This is against the background of the majority of members receiving the 25% reduction in subs for the current year.
- GH **NOTED** that around 50% of members pay annually in advance. There is a slight anomaly in that some members pay in January, although the subscriptions are not due until the end of February. It may be appropriate to take the opportunity to align the financial year next year.
- GH **EXPLAINED** that the fuel costs figure for the period was low. This is due to a change in supplier and the closure.
- **NOTED** that the annual accounts for the previous year have been lodged with Companies House.
- **NOTED** that SA and PD have been working on the format of a “key figures” document that will be tabled at future meetings and will assist the Board in making decisions on expenditure.

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4. GENERAL MANAGER'S REPORT (copy attached.)

- The following proposals were discussed:
 - **Web site upgrade.** AGREED that the proposed upgrade be instructed.
 - **Loose tiles.** AGREED that this work be instructed.
 - **Uniforms.** Proposal AGREED.
- The following additional items were **NOTED**:
 - There is dampness in the wall opposite the downstairs ladies' toilet, and what appears to be a leak from the WC in that toilet. PD will have these investigated.
 - The carpet in the reception hall area and stairs is in need of replacement. PD will arrange to investigate what is under the tiles and come back to the Board with proposals.

5. BOARD

- CK **NOTED** that this will be ALP's last Board meeting and thanked her for her work during her time on the Board, particularly on member communications.
- A possible new Board member has been met by CK and CD, and TV and GH will now meet him.

6. AOB

- **Registered Office.** GH **REPORTED** that he had heard from MBM Commercial (solicitors) who provide company secretarial services to the Club that they are moving offices. The options were that we change our Registered Office address to MBM's address, or to the Club premises. CD pointed out that there was a benefit to leaving the office with MBM, so that no official correspondence would "fall between two stools." AGREED to confirm this with MBM and have the necessary form filed at Companies House.
- **Membership numbers.** **NOTED** current numbers are 558, against 565 last year and 549 two years ago. **AGREED** this would seem to indicate that we have some limited capacity for further new members. As previously, membership numbers will be kept under constant review. **AGREED** that we would need to monitor the position carefully once the current booking arrangements are lifted.

7. DATE OF NEXT MEETING

To be agreed.

8. PRIVATE BUSINESS

PD left the meeting.

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Managers' Report Jun 2021