

DRUMSHEUGH BATHS CLUB. LIMITED

MINUTE of

MEETING OF BOARD OF DIRECTORS via ZOOM

2.30 pm 3 November 2021

PRESENT:

Carol Keith (Chair) (CK)

Gordon Henry (GH)

Stephen Archer (SA)

Tony Vettraino (TV)

Caroline Docherty (CD)

Robert Robertson (RR)

1. APOLOGIES

NOTED that apologies had been received from Paul Dunlop (PD) as he was on annual leave.

2. APPROVAL OF MINUTE OF LAST MEETING

The draft Minute had been circulated. There were no points. The draft was **APPROVED**.

3. MATTERS ARISING

NOTED that there were no matters arising which were not on the agenda for this meeting.

4. FINANCE

- **Forecast for year-end surplus and Projection for 2022/23 - based on 600 members**

CK thanked GH for the figures, which had been circulated. These showed a healthy position. GH wished to draw attention to gas prices. There is a possibility, based on current information that our annual bill could double - from approximately £32k to approximately £64k. Our current fixed deal ends in April. It is to be hoped that the situation will have settled down by then. **AGREED** that we would seek another fixed price deal at that time.

- **Subscription (sub) levels for 22/23**

Prior to discussing sub levels for the coming year, the interest of individual Board members, as members of the Club, and thus liable to pay subs was declared and **NOTED**.

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NOTED that in the current year, a discount of 25% of full subs was offered to existing members who had paid their subs throughout the period of closure in the previous year, which was 5 months. The period of closure in the current year had been 4 months. **AGREED** that a discount of 25% once again be offered, on the same basis. **AGREED** that the level of subscriptions be held at the same level as the previous year. This will mean that subscriptions have not increased for 4 years.

AGREED that a communication to members be drafted, to communicate the subscription levels for the coming year.

5. MANAGER'S REPORT

This had been circulated. It contained a list of suggested items of expenditure for the coming year. **AGREED**, following suggestion from CK, that discussion on these be held over until the next Board meeting.

However, there was a proposal that we replace two pool filters. CK proposed that this work is important as it relates to the water quality of the pool. GH asked if this was recommended by Flowman Leisure Limited. CK confirmed it was. **AGREED** that PD be asked to proceed.

6. BUILDING

- **Update on discussions with owners of gap site next door**

CD had circulated a Note on the current status of discussions relating to the work required to install an air conditioning unit to serve the studio, prior to the meeting. **NOTED** that there is some commercial sensitivity. GH queried whether the unit was required. **AGREED** that it was, for the comfort of members using the studio, both in summer and winter. **AGREED** that CD be instructed to proceed per Option 1 in her note.

- **Update on dampness at lower stair level**

RR had provided a full Report prior to the meeting. **AGREED** to proceed as he recommended, with the blocked drain being cleared and replaced, and a French drain provided. CD suggested contractors, and PD to make contact ASAP. The wall at lower level, where the brickwork has been exposed will have to remain as it is, until the work has been completed, and the wall has been given an opportunity to dry out. RR suggested that the exposed brickwork be covered with hessian. The re-tiling of this area and the re-carpeting already agreed must remain on hold until it has been possible to re-plaster. **AGREED** that it was important to communicate the position to members, and this should be added to the communication to be issued, dealing with subs.

- **Quinquennial inspection by an Architect/Building Surveyor**

RR had circulated a suggestion that we should commission a conservation report on the building, to be updated every 5 years. This will identify works required to the fabric of the building and prioritise them. **AGREED** that we should proceed as suggested, as it will give the Board the information it requires to budget and plan. CD suggested professionals she had worked with on this type of project. **AGREED** that

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CD and RR liaise on this, and report back to the Board with detailed proposals/quotations.

- **Spalling to stonework - front of building**

RR had reported by email that he had looked at the area of spalling at the front of the building, and while the area was rather unsightly, he recommended that no action was required. **AGREED** to take no action.

- **Harley Haddow (HH) proposals**

GH had suggested the Board revisit this topic. Should we seek an updated report from HH, who had provided an initial report in August 2019? This would be with a view to identifying further detail on the ways in which the building could be more efficient, so that we could plan ahead, and potentially begin the accrual of a “sinking fund” for future works. HH’s initial report had identified the huge amount of warm air that is lost through the open cupolas, and the deficiencies in the air handling system.

There was extensive discussion on the point. The Board did feel that this was an important issue for the future, but as we are only just emerging from the pandemic, focus should be on “steadying the ship” and providing the sort of smaller improvements that members are seeking. **AGREED** that further discussion on this topic be held over until next year, when we would hope to have a clearer picture on the immediate future.

7. MEMBERS MEETING - UPDATE

NOTED that it had been indicated at the AGM that it was the Board’s wish to hold a members’ meeting as soon as possible to allow questions and discussion of the sort that we normally have at our AGM. **NOTED** from CD that, after some research, she feels that we do not currently have the necessary capability to host such a meeting satisfactorily on Zoom, to the standard we would like. **AGREED** that our approach should be two-pronged. If the indications early in 2022 are that we can safely hold an in-person meeting, then we will do so. In the meantime, CD we will ensure that we have the necessary technical back-up to allow a large-scale Zoom meeting, should it be required.

8. AOCB

Pigeons nesting at the front of the building

NOTED that pigeons were causing unsightly mess. **AGREED** that the eaves need to be cleared of nesting material, and spikes fitted to prevent future nesting. **NOTED** per RR that this work cannot be carried out during the nesting season, and so it would be appropriate to undertake the work now. Scaffolding will be required, as it will not be safe to carry out the work from a ladder. **AGREED** that this should be done, and PD asked to instruct the work.

9. DATE OF NEXT MEETING

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AGREED 8 December, by Zoom.

10. ANY PRIVATE BUSINESS

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GENERAL MANAGER'S REPORT

29 October 2021

4.1 MEMBERSHIPS

4.1.1 New Memberships

New Members in October

Family - 1

Couple - 1

Single - 1

Under 30s - 0

Junior - 2

TOTAL = 5

Waiting list for new joiners - We now have over 130 names on our waiting list. From this waiting list, 50 have replied and confirmed they would like their names to be kept on file and join when we have spaces available.

4.1.2 Membership Figures and Enquiries

Total membership numbers

Family - 40

Couple - 127

Single - 181

Under 30s - 20

S/C Couple - 18

S/C Single - 49

Student - 3

Junior - 75

Distant - 37

Life - 50

Total = 600

4.2 HEALTH AND SAFETY

Nothing to report

4.3 ACCIDENT & INCIDENT REPORTED

Accidents & Incidents

Nothing to report

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4.4 STAFFING

John Harrison - Has handed in and worked his notice. Relocated back to Perth with his mum.
Shannon Quinn - off sick until 10th November at least. Shannon has had 2 operations to remove her appendix and is now back home recovering. At present, she is still bed bound. A get well soon card and chocolates have been sent to Shannon on behalf of everyone at Drumsheugh.

4.5 OPERATIONAL

Trapeze platforms - work is almost complete now, the shallow end trapeze wires may need to be resized and ordered as they appear to be too long. The platform can still be open as it is now.

Carpets, entrance hall and stairs - tiles have been decided and ordered. Work, as agreed will be put on hold until the poolside entrance floor and wall work has been completed.

4.6 MATTERS FOR DISCUSSION/APPROVAL

Pool Plant Filters - We are requiring 2x plant room filters replaced in next years maintenance. The last around 12-15 years. 2 filters were replaced in March 2018 at a cost of £11,500.00. Flowman gave me a rough indication in July that the cost would be c£15,000.00. I think given the increase in costs in materials etc it may be best to start looking at getting these replaced asap. These are essential to running our pool and as part of our maintenance it is a must that all filters are running correctly and operational.

4.7 KEY FIGURES

Nothing to report

Completed by: Paul Dunlop

Date: 29/10/2021