

DRUMSHEUGH BATHS CLUB. LIMITED

MINUTE of

MEETING OF BOARD OF DIRECTORS

11 am 21 February 2023 at the Club

(Where appropriate, responsibility for action is noted in red.)

PRESENT:

Carol Keith (Chair) (CK)
Stephen Archer (SA)
Tony Vettrano (TV)
Caroline Docherty (CD)
Robert Robertson (RR)

IN ATTENDANCE:

Paul Dunlop (PD)

1. APOLOGIES

Received from:
John Jackson (JJ)

2. APPROVAL OF MINUTE

A draft Minute of the last meeting (January) had been circulated and was APPROVED.

Matters arising:

- **Power usage.** NOTED that PD and SA had not yet had the opportunity to review power invoices. They will do so prior to the next meeting. **SA & PD**
- **Additional classes.** NOTED that PD is having difficulty engaging instructors for more classes – in particular aquafit. This is something that he will keep under constant review. NOTED that the position on “no-shows” was improving, but there are still one or two for every class. They receive an email from PD. It is not the same “offenders” every time.
- **Treatment room.** PD and RR had looked at this. It is a space that can be utilised. The damp issue will need to be addressed. This will involve external work. The work is therefore on hold until dates are in place for the external work, which is dependent on a decision from EWH on funding.
- **Wi-fi.** NOTED that PD will confirm the renewal date for our contractor and will review position at that time. **PD**
- **Newspapers.** NOTED that a notice has been put up in the members’ lounge referring to the “theft” of newspapers, and PD has ordered a stamp with the club name, so that newspapers can be stamped. PD will keep the matter under review.

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3. FINANCE

- **Finance Report**

This had been circulated and was NOTED. The position is looking good. We have the prepayment of a lot of subs at this time of year. We finished the year with £110k in the bank, which puts us in a good position regarding the work to be carried out.

- **Update on membership**

PD REPORTED that there are very few subscription payments outstanding. PD expects around 10 more cancellations of membership. There are currently 665 memberships. Membership has been taken up by those on the waiting list, apart from families, as we are at our currently agreed "limit" of 40 family memberships. AGREED that the Club currently feels busy with new members. The policy should be that we admit new members twice a year, unless there is a big change, which is not expected. PD will therefore continue to maintain a waiting list and would expect to admit new members again in August. As ever he will keep the position under review, and come back to the Board if there is any change.

- **Royal Bank of Scotland Enhanced Anti money laundering issue.**

In JJ's absence, CD REPORTED that this long-standing issue had resurfaced in the previous week. RBS had not come out of the issue well. They had been unable, over the course of a year, to confirm whether the information provided by us on beneficial ownership of the Club was satisfactory to them, but had closed off access to our account the previous week. JJ had enlisted the help of our relationship manager, had liaised with our auditors, and had submitted updated information. He had heard the previous day that RBS was finally satisfied.

4. GENERAL MANAGER'S REPORT

This had been circulated in advance.

- **Steam room.** PD REPORTED that an independent company had visited, as agreed at the last meeting. The issue is with the fan, which is not working. In order to work correctly all steam rooms need a fan, and there needs to be a good draw of air. Modern fans are silent, and that is why some members have reported that other steam rooms do not have fans, when in fact they do. We do not need a new steam generator. We can also look at raising the temperature setting. However, there will always be periods of time when no steam is being generated. The steam generator generates steam until the set temperature is reached, and then recommences generation when the temperature drops. Three actions have been AGREED. A new fan will be fitted and we will look at the possibility of changing the angle of the vent from the fan, to improve draw. We await a quote for this work. In addition, the temperature at which the steam generator is set will be increased. It is anticipated that these actions will improve the steam room experience for members. PD
- **Open balcony.** NOTED that PD and RR will fit an additional bar, so that toddlers cannot crawl through. PD & RR
- **Social Events.** Arrangements are well in hand for the event on 2 March. 40 members are attending, plus Board members. Charlie Raeburn will speak at the event about future social events, and it is hoped that a programme of

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events will be developed. SA will attend meetings of the informal social committee and be the Board liaison.

- **External Wall.** Quotes are awaited for the screening, and will be carried out as soon as possible. PD
- **Ladies' downstairs toilet.** The problem with water pooling in this area has been ongoing for a long time. AGREED to turn off the urinal in the adjoining gents, to see if this was causing the problem. The issue will be kept under review. PD & RR
- **Shoe cubbies.** NOTED per PD that there is currently insufficient storage for all members' indoor shoes. He has received a quote to have more cubbies constructed in the area outside the manager's office where there are currently lockers. TV expressed the view that some members would be unhappy about losing these lockers. AGREED that shoe storage was the most important issue. There are alternative lockers located in the changing area off the gym. It will therefore be important to communicate to members that there is alternative locker storage in that area.
- **YOGA workshops.** NOTED per PD that our yoga instructor had approached him with a proposal to put on yoga retreats within our premises on a Sunday. This would not be solely for members, but for members of the public. AGREED that this is not something that would benefit either the Club, or members, and therefore the request should be refused.

5. BUILDING

- **Possible EWH Grant funding.** CD REPORTED that it was expected that EWH would consider our application in March, and we would receive a response following that. AGREED that CD will continue to liaise with all those requiring to have input, with a view to pushing the matter on as quickly as possible. CD

6. LEGAL

- **Claim against utilities companies.** CD REPORTED that she had been in touch with a company specialising in claims against utility brokers – who arrange utility contracts for commercial businesses, following an approach. It appears that we may have been “missold” our gas contract on the basis of undisclosed commission. This was apparently very common until a reform of the industry late last year. We have the opportunity to pursue a claim on a no win/no fee basis. CD confirmed she was happy that there could be no financial downside to us. The payment the claims company and lawyers receive in the event of success is capped at 50%. There is no upfront payment. The claim may bring a net payment of over £10k to the club, if successful. There is no other basis on which we could pursue such a claim, as we would not wish to pay lawyers on an hourly charge basis, and we could not deal with the claim ourselves. There is also the possibility of a small claim against the broker who dealt with our electricity contract. CD was seeking authority from the Board to pursue this claim, which would be handled by CK and CD. This was AGREED. CD & CK

7. AOCB

- **Ceiling in shower area upstairs.** TV raised this issue. The paint is flaking, as the ceiling was not Ames taped when installed. He has carried out re-painting. RR COMMENTED that the issue could be improved by introducing a radiator into this area. He would have a look and liaise with PD with a view to

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obtaining quotes. Otherwise, we should keep an eye on the situation. PD & RR

- **Towel hooks in shower area.** TV raised this issue. Some of these are coming off the wall. Rawlplugs have not been used. AGREED PD will have this rectified when the joiner is in the building dealing with the shoe cubbies. PD

8. DATES OF FUTURE MEETINGS

- 21 March at 11.00 am
- 25 April at 11.00 am

9. CONFIDENTIAL BUSINESS

There being a member disciplinary matter to discuss, those Board members not already involved left the meeting.