

## **Minutes of LUCS Management Committee Meeting held in the Tearoom at the Canal basin on Monday 14 April 2014**

**Present:** Mike Smith (Chairman), Douglas Robertson (Treasurer), Duncan McIntyre (Vice Chairman), Pat McIntyre (Secretary), Barbara Mckenzie, Ronnie Reis, and David Shirres

**1. Chairman's Introduction** – The Chairman opened the meeting and welcomed everyone along.

**2. Apologies** – Apologies received from Allan Melling.

**3. Adoption of Minutes from previous Meeting** - The minutes of the last meeting were adopted. Minutes proposed by Barbara Mckenzie and seconded by Duncan McIntyre.

**4. DAMS:** There were no DAMS.

**5, Correspondence received:** Duncan had received an email from Brian Lightbody of St Michael's Church asking if we could come to some agreement as to advertising on each other's web sites. Duncan to follow this up. David Shirres had received a follow-up from Fiona Hyslop's visit. She is willing to send out letters which we have approved. David has sent these back to Fiona Hyslop's office.

David had received an invitation to take St Magdalene to the Kelpies opening on 17<sup>th</sup> April. We are happy to support this. St Magdalene to be back here for Friday evening.

Mike had received an invitation to go along to the opening of the Kelpies. He will be on holiday so Barbara Braithwaite is going along.

### **ACTION DM**

**6. External Meetings:** There will be a meeting re funding for Alex Inglis soon to finalise this.

**7. Committee Reporting Structure Update:** Nothing to report on this.

### **8. Conveners' Reports**

#### **Marketing (DM)**

The Taster Day on Sunday 13<sup>th</sup> April was very successful. Everything is in place with advertisers for the coming season.

Mike mentioned a Visit Falkirk meeting. He had tried to get involvement going with them and the Canal Society. Mike has tried to find a footpath from Manuel Railway station to Bridge 49 Bistro. This could make possible a connection with Bo'ness Railway and LUCS.

The John Muir Way opens next week and we intend to take passengers who do not want to walk the whole route.

We are taking people from South Queensferry who are involved with cruise ship passengers, for a trip on St Magdalene to show what we have to offer.

**IT and Social Media:** Allan was not at the meeting but a letter received from Highland WiFi apologising for problems was circulated to the committee.

**Social Media:** David had advertised the Open Day on Facebook and received 450 hits. He is progressing with the mobile website.

### **Treasurer (DSR)**

Douglas provided the following figures:

The balance in the Bank of Scotland account is £46,330.46  
Savings Account is £58,844.87

Douglas is going to apply for retrospective Gift Aid

**ACTION DSR**

### **Boats, etc (RR)**

**Boats:** The Committee congratulated Ronnie Reis and Allan Melling on passing their Boatmaster tests. New licensing certificates have been put on all vessels. St Magdalene has passed 'in water' tests with a proviso and a temporary certificate has been issued. All issues have now been sorted. Stewart Liddle is running an MCA pre season training programme on Wednesday for all drivers and crew.

**New Boat:** Mike has spoken to Andy Milner re the new boat and had been told what the MCA would require. Mike to look at this. Mike to speak to Northwich Boats for a draft spec of the hull to show to the MCA.

**ACTION MJS**

### **Tea Room:**

Barbara Mckenzie spoke regarding the pictures on the wall of the tearoom. Customers have been asking where pictures of the basin are. Pat to speak to Martine re reinstating some of these and moving framed pictures to the north wall. Thanks to Allister and Anne Mackie for their excellent work in recovering benches and making seat pads for the chairs.

**ACTION PDM**

### **Bookings, Education, Funding (DAJS)**

**Bookings:** Lots of bookings are coming in for the new season. We have had three 'no shows' for Leamington hires this season already. If someone does not turn up David has a letter to send to them saying that in future they will have to pay the full price when they book. It was agreed to wait until further in the season to see how many do not turn up.

**Funding:** David spoke about arts funding for fun day. He still has to send various pieces of information. Volunteer Gateway in West Lothian have put volunteering opportunities at LUCS on their website . Mike expressed some reservations on this.

**Education:** David has had some feedback saying it is felt the boat trip is too short. A standard town trip is what is normally used.

## **Premises (DM)**

Temporary repairs have been made to the surface of the driveway. Mike has written a letter to the Land Trust saying the Jim and Nuala Lonie feel there is no advantage to them in the road upgrade but they are prepared to be supportive. We are awaiting a reply.

## **Workshop/Health and Safety (AM)**

**Workshop:** Andy Milner had reported that the First Aid Kit on St Magdalene was out of date. All first aid kits on the premises to be checked.

**ACTION AM**

## **Museum/Events/External Talks**

**Events:** There will be a flotilla of steam boats here on the first weekend in May. Mike to respond to them.

**External Talks:** Mike feels we should publicise these more.

**ACTION**

**MJS**

## **9. Any Other Competent Business**

Mike said there had been a suggestion to rename Alex Inglis as 'Colin G' as a tribute to Colin Galloway who had been a stalwart in the society for many years. This to be looked into.

Ronnie asked about what is happening with the boat JB as we no longer use it for the Christmas tree. This is to be given more thought during the summer.

The next meeting will be on Monday 12 May at 7.30 pm.