

**MINUTES OF MEETING OF BOARD OF DIRECTORS OF HILLHEAD HIGH SCHOOL WAR MEMORIAL TRUST LTD HELD ON ZOOM ON WEDNESDAY 15/07/20 at 1830 hours**

**SEDERUNT:**

R Mohammed (Chair), RS Bond, HD Kirkpatrick, G Kitchener, S Ross, CA MacDonald.

**IN ATTENDANCE:**

Jillian Blair, Jennifer Lawton, Lizzie Millar.

**AGM:**

All papers have been circulated, asking members to contact the Company Secretary if they wish to attend (by 1700 on 20 July); Chris will collate a list of attendees, send this to Richard to issue the Zoom meeting details to them 24 hours before the AGM time. Questions for the Board should be submitted by 19 July so that we can prepare answers in advance. The relevant person will be notified so that they can answer. Chris will send the agenda to the Board in advance.

**RSB, CAM**

**FINANCE:**

Jennifer reported that the accounts look much healthier this month as we have the GCC Covid-19 grant income, the GCC quarterly contract income, the Vodafone income, and nearly £9,000 subscription income (mainly for those monies collected in March by mistake by direct debit but now recognised in June as we said we would give members a free month when we reopened). There is also a further £1,000 of Covid-19 donations from members this month. This brings total income for the month to £45,100. The SRU grant of £5,000 has now also been received and that will be reported in next month's figures.

She has been in discussion with Café Source about the amount outstanding from before the closure and how we apportion the rental agreement after the three month "holiday" which was agreed at the time of the closure. Discussions are ongoing with a reopening date in view.

Reminders have been sent out to those regular hall hirers who have not yet paid their invoices for QE 31.03.2020 requesting that they get in contact and that things are brought up to date by 31.07.20 as a number of them are providing classes online now so they are in an earnings generating position.

Lizzie has, through a huge effort of reconfiguring the direct debit file with BrightLime, brought in £4,600 by direct debit from members on 01.07.20 and we are seeing a small but steady stream of new members joining. Lizzie will be starting to focus on the annual payers next and recovering what we can that is due there now that the sports memberships have recommenced.

A payment run of £15,700 has been made to suppliers to bring everything up to date, including the balance of monies owed to Aitkens for ground supplies. We now have just over £17,000 in the main bank accounts (excluding the amount held in the ring fenced bank account for the LTA loan and the VAT due to HMRC for QE 31.03.20.) However as soon as we reopen the clubhouse, the outgoings will increase.

In terms of funding we will utilise the cash we have before then applying for a bounce back loan from the Co-operative bank at the appropriate time as agreed at the last Board meeting.

## **MEMBERSHIP:**

Lizzie provided the following details on membership numbers. Member Figures include 20 Life Members and all members whose accounts are currently frozen (ie Social and Fitness) and Sports Members who have opted out of paying membership because they are either shielding or are waiting until the Clubhouse reopens.

1. 1<sup>st</sup> March = 810 Members. 31<sup>st</sup> March = 799  
(Joiners 21; Rejoiners 2; Leavers 21)  
Net movement -11  
Note: Club Closure announced mid-March

2. 1<sup>st</sup> April = 799 Members. 30<sup>th</sup> April = 736 Members  
(Joiners 1; Rejoiners 3; Leavers 40)  
Net movement - 36  
Note: Full month Club closure

3. 1<sup>st</sup> May = 736 Members. 31<sup>st</sup> May = 752 Members  
(Joiners 5; No Rejoiners; Leavers 16)  
Net movement -11  
Note: Full month Club closure

4. 1<sup>st</sup> June = 752. 30<sup>th</sup> June = 732 Members  
(Joiners 34; Rejoiners 4; Leavers 58)  
Net movement -20  
Note: Tennis Courts reopened. Playing Memberships reinstated.

5. 1st July = 732 Members. To date (15<sup>th</sup> July) = 747 Members  
(Joiners = 17; Rejoiners = 10; Leavers = 12)  
Net Movement = +15  
Note Cricket and Rugby training started

**SUMMARY:** 63 Leavers wef 1<sup>st</sup> March 2020 however the figures above include some Annual Members whose membership expired on or after 1<sup>st</sup> March 2020 to date. Some will be reinstated during July/August 2020. Lizzie raised the question of possibly having some sort of membership incentive, such as a promotional code for new joiners; this will be considered in the future. Also with the present limitations on what we can offer in the clubhouse, this may be the time to look again at the benefits for social members although we will keep the status quo until things settle down. We will also look at the costs involved in issuing the membership cards

## **CAFÉ SOURCE TOO:**

We have recommenced invoicing for rent to Café Source wef 01.07.20 as the 3 month "holiday" lapsed on 30.06.20. We are in discussion with them about the monies owed from before the lockdown and when the rental becomes due again, bearing in mind that government regulations would have allowed us to reopen the clubhouse from 15 July. However at present numbers using the grounds are limited to the tennis and now the cricket teams who can train again. The rugby members will restart in the first week of August. This will potentially bring a greater footfall, and we are also looking ahead to early September

when we hope that the gym may be able to reopen. Discussions from the RPG will go ahead with CST to see what sort of hours they would be open. In the meantime, Hunter will speak to Spotless about the costs of cleaning the café area and maintaining it in a Covid-safe manner. He will also speak to MGB about the reopening work which will need to be done before we can restart, including the legionella checks on the water systems. Spotless would then carry out a deep clean before the date of reopening. Gary noted that he had completed the repair needed for the café doors. **HDK, RSB**

**RE-OPENING::**

The tennis and cricket training seem to be working well. Cricket hope to have some local fixtures by early August, and rugby training is scheduled to begin then. Shona has been in contact with groups like the American Football who had previously made enquiries and is looking at what they would need and whether we could accommodate them. Gary said he would check exactly what is required from the ground staff from this increased usage and discuss with them any alteration in the agreed contract. Jillian mentioned that Glasgow University is looking for indoor areas for class groups; it was agreed that while we are not thinking of opening the Function Hall just now, this would be something to consider when we do reopen the whole clubhouse. Shona is also still talking to Denise about the gym so that we can move ahead on this as soon as the government advice allows us. **SAR, GK**

**POSSIBLE NEW USER:**

Ramzan reported that he had consulted our lawyer who felt that there might be problems regarding an alteration of use if the interested party were to use the clubhouse. He had reported this to the company, and they accepted it; however they would still like to consider the ground and have suggested a site visit with their contractors to see what would be possible. He is waiting to see how this progresses.