

Minutes of the WFCA Committee meeting on May 11th 2004

Present: Arno Andreasen, Marcela Cortez, Tony Bolt, Geraldine Lander, Colette Wyatt-Lowe, Lillian Andreasen

Also present: Dave Gill and Nicola Molloy

Apologies: Steve Holmes, Fiona Guest, Lars Stegemann

2. Update Wardens end their jobs 30th of June – ok to decorate the room when it suits.

Invoices will now be sent out in the middle of the month with two weeks to pay.

3. Financial Update

We're not sure how much we will be able to pay off now – or how income will be over the Summer with less block bookings.

Jan – the cleaner – ends working here on Friday

Mrs. Ellis – the week-end caretaker – ends working here on Sunday

The present debt to DBC is £8,944.84.

We hope to be able to pay this months bill of around £3000

Arno is now working with the Preschool on their accounts for last year – which will hopefully help with the bigger picture.

Dave Gill offered that DBC could write a letter to the auditors to explain the unknown margin in the accounts for last year.

4. New initiatives

Dave Gill – will look into the possibility of finding money to get the floor in the big Hall done.

DG will also find a contact to Community Service – run by the Probation Service – to see if they would be able to help with decorating the big Hall.

Arno has sent off job contract + Insurance claim to Joe Mist about Barbara – to get advice on what our options are and where we stand, as it's a VERY long time she has been away, and there being no news of her return.

5. Staff Situation

Arno shared the present situation, and his ideas/plans for future staff, and asked the Committee if it's ok for him to go ahead and make plans – since there's no manager at present.

Dave Gill said it's fine for Arno to arrange these things

Tony Bolt agreed – as did the rest of the Committee –

6. Rent for Koinonia Playgroup

A concessionary rate of £550 a month was agreed for the Summer term - ½ April, May, June, ½ July – 3 months in all. Will be revised in the Summer.

7. To-do-list

- Chairs outside – maybe Highfield Carnival Group
- Banisters need to be checked for safety – Dave will ask James to look at them
- Window catchers are broken, needs looking at
- Look at Nappy Disposal System – Geraldine will find info
- Garden area and carpark front and back need cleaning
- Conditions of Hire to be sent out to all users – to be returned signed
- Fencing outside Preschool needs mending
- Plug in kitchen needs mending
- Telephoneplugs in Revel – one is loose
- Ligthswitches in Pleydell very hard to turn on
- Storage for tables and chairs for use in Pleydell

8. AOB

It was decided to make the minutes of the Committee Meetings public – but personal details will be taken out.

Dave Gill commented that the Committee is running everything according to the Constitution.

Arno suggested that we should look into maybe putting the charge for the Paddock Piecemakers and the Spiritual Healers down to Concessionary rates, as they are non-profit Community Groups.

We talked about rates. Dave said we're free to charge what we want.

We could look at how many user groups we have – and produce list of occupancy of the different rooms.

We decided to **Relaunch the Centre on Sept 24th 5:30 – 8:00 pm**

Nicola Molloy informed of a KidsClub she will be running on 4 Saturdays in June

Colette mentioned the possibility of a Fit Club in July

- and hopes we will have a Haloween Club again in the Autumn
- and suggested looking at the possibility of running a Breakfast Club and Walking Bus to the schools – mentioned the possibility of Helen Stephens being involved – Colette and Geraldine will continue talks about this.