

Minutes - Save Our Stute meeting 24/06/2020

In attendance: SC (in chair), LK, AK, DR, KA, CW, MA

Apologies - Dene Clarke. Due to current social restrictions invitations were kept to a minimum and the meeting was held outside in AK/LK's private garden.

Minutes approved from last meeting

Image of T Hackworth - DR waiting to hear from E Thompson re printing it - guaranteed archival quality - and Claire Thompson re framing.

ACTION - wait until next week to chase up.

DR has also asked E Thompson re the slides from his trip to NRM York.

SC - Directorship announcement

AK is a SHA director with immediate effect, all necessary paperwork pending. SHA now has the optimum odd number of Directors.

SC - Financial update

SC has taken over all banking and online facilities. SCs home address is now the CIC's address.

Bank balance at around £4,800.00 including:-

Hazel's £600.00 (approx and rising) 'Summer Solstice Challenge' sponsor money

£90 held by MA in advance flower workshop profits

£53 ring-fenced for future float

ACTION - MA to transfer £90 to Lloyds account.

ACTION - CW to attempt to retrieve banking notebook from Fred Langley.

ACTION - SC to open a second Lloyds account - in effect a 'savings account'. SC will seek advice from Lloyds business advisor to minimise risk of tax on this.

LK - how do we justify money being put aside but remain a not for profit organisation?

DR - in theory we shouldn't need a 2nd account, we should be able to ring fence funds as a liability (like the Institute's letter draw money). Part of the £30K we are aiming for can be used along the way e.g. further feasibility assessments. The £30K does not have to be intact at the end. That said we can choose to keep 'operations' money separate to our 'aid' money - in order to demonstrate that we aren't retaining any as 'profit'. Either way we need to seek advice from an accountant. Also important to show that in all of this we aren't just holding out our hands for money.

Discussion on what we commit from our funds to the Stute and how much money they may have. They have paid the roof and guttering bill.

Our Brusselton Incline donation and Stute bills will leave us with £2090.00 plus Hazel's £600+

ACTION - KA to ask Hazel for the tub on the bar.

ACTION - SC to contact Shaun re Stute bank details so we can make donation towards the roof bill.

ACTION - DR to share news on 'what have SOS done' so we can communicate to the public what we have contributed to financially and otherwise since we became involved.

SC proposed that we start using 'Quickbooks' accounting software - discussion of pros and running costs. Group agreed to go ahead.

Brusselton Incline group haven't got a bank account (?) so we need to have further discussion with them before making our agreed donation of £200.00.

ACTION - DR to ask John Raw.

Discussion around how BI group is set up compared to ours and ours compared to Redhills/ DMA.

Spruce up

Inside

ACTION - carpet - KA will contact shop on Church St asap - rough quote was £1200.00.

Discussion on lounge and fixed seating.

Outside

ACTION - SC to strim in car park/ DR to weedkill rougher patches

Discussion - outside events/ being mindful of the neighbours & police - test waters by playing music at car boot sale? Outdoor Sunday socials? Using screening to mask some of the less attractive areas - to look into at a later date when funds allow.

Vision for long term refurb

DR - Eddisons keen on getting ahead with seed funding but DR concerned that they are getting ahead of themselves and taking over by approaching DCC without our consent. Group agree that the whole building remain under control of the Institute rather than 3rd parties. Discussion around the 4 cornerstones of our vision for the building/ organisation long term. Agreed we need to have a conversation with the committee about that and our values and missions.

Discussion around 'SOCIAL - ASPIRATIONAL - PROUD' rather than 'SOCIAL - ASPIRATIONAL - REFLECTIVE'. Also need an 'elevator speech' that we can all recite on demand and a short to the point tag line. Suggestion - 'a safe, sustainable and accessible for the community, for the future'.
AK - we need VISION, MISSION and VALUES for SOS *and* SHA.
ACTION - all to review the document for further debate.

Events to promote

Discussion on the car boot sale.

ACTION - MA to contact Shaun re public liability for car boot sale.

ACTION - MA to change details on Facebook event to pre-book £8/ on the day £10, admission 50p adults only.

Refreshments - hot dogs & drinks at the bar only.

Future Events

Discussion on bringing back Quiz nights - decided too soon.

ACTION - MA to ask Kathryn about Sept availability for a flower workshop.

ACTION - LK to ask chamber of trade about a summer outdoor fair.

NO to Bicentenary meeting and AGM for now - AGM is committee's responsibility.

Meeting updates

ACTION - SC to contact BBC Tees to follow up.

AOB

The SHA - Directors and membership

ACTION - SC to update companies house with the new directors and to create a members list.

ACTION - LK to edit a risk assessment for Civic to make suitable for the Stute to use.

ACTION - KA to arrange a committee meeting next Sat morning.

Reopening safely

ACTION - DR to work on video for the reopening and KA to write the script.

Fundraising

How do we manage it, how do we encourage people to get involved - incentives?

DR - 'walk the SDR line' sponsored walk idea.

LK - circuit of Shildon group walk - accessible for all where people can join in and drop out at various points.

ACTION - MA/ SC to look at Crowdfunding.

Webshop - DR - we have all the facilities needed for it and the merchandise - we can link it to social media and advertise.

ACTION - MA to send DR a pic of the CHOOSE STUTE tee

Rebranding

Is it the right time to move on from 'Save Our Stute' - group agreed to leave as is for now.

SC - we need to set up a SHA Facebook page.

DR - concerned that if we are unable to put on events for the foreseeable how are we going to raise funds & how is the club going to survive on bar takings alone?

LK - how do the Trustees link in with this - if the business goes under what happens to the building then? This needs sorting out.

Membership project

ACTION - CW to approach the committee to take over looking after the membership applications - a good foot in the door with potential to make inroads on the members list and what we could do with that data.

DR - looks good for funding applications too - we need to know who our members are.

Marking the contribution of PPG

DR contacted D Matthews to invite the decorating group to a small party - perhaps in the lounge - as a thank you. We'd also invite Paul Harle as a thank you for the work he did on the lounge floor.

AK - has started to look at signage designs for the 'Hackworth Lounge'.

DR - contacted McCollis at Evenwood re a range of canned beer for a wholesale price list. And Consett brewery for bottles along a steel works theme. Ricky and Shaun are receptive to it.

ACTION - DR to order beers and underwrite them as a trial. We need to advertise. Gaining new/ more clientele in the process, using the current situation to our advantage.