



COMMITTEE: Globe Theatre
PRESENT: J Westwood (SCS) T Brown, H Brown R Thompson, B Amos, G Amos.
APOLOGIES: R King, M King, C Thompson.
VISITORS:

DATE: 24th November 2015
TIME: 7.30pm
VENUE: Globe Theatre

Adoption of previous minutes

Moved: B Amos
Seconded: H Brown

Conflict of Interest Declaration

Nil

Business Arising from previous minutes

Final account received from Origin Energy and AGL is now the Surfcoast Shires power supplier.

Correspondence In

Email concerning Globe Asset Renewal meeting with John Chatterton on 10th December 2015.
Quote for supply of a commercial dish washer.

Correspondence Out

Nil

Treasurers Report

All reports tabled and attached.

Booking Officer Report

Repertory Society's final performance for this season is on 28th November.
John Bumford booking for 6th December 2015

User Groups Report

Nil

Shire Report

Confirmation of Asset Renewal meeting on 10th December at 2.00pm

General Business

Domestic dishwasher:
It was agreed that the cost of the installation of a dishwasher would be better used on other hall improvements.
Key Pad combination:
The combination is to be changed to 1423 as from 1st January 2016. Repertory Society and Mel's dance group to be advised.

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| | <p>Inventory: Crockery and cutlery to be counted after final Repertory performance and any missing items to be replaced.</p> <p>Hall floor: Floor to be washed with warm water and metho prior to next old time dance on 5th December.</p> <p>Cleaning: Hall cleaning remains a concern with no written responses in the maintenance book to date and arranged cleaning days not appearing to be met. J Westwood recommended that photographs be taken and submitted to Surf coast Shire of any unsatisfactory cleaning issues. J Westwood to again follow up with John Chatterton.</p> <p>Signage: Highway traffic to commence in near future. Sparra signs to be contacted concerning installation of signage to the front of the building.</p> <p>Door Keys: Martin Stewart (SCS) to follow up with John Chatterton the replacement of key number 4. Key number 4 to given to Neil Cameron from the Winchelsea Repertory Society.</p> <p>Fire Extinguishers: T Brown to relocate both hall fire extinguishers closer to each exit door.</p> <p>Draft from under stage: Investigate ways to stop the draft from under the stage.</p> <p>Pelmets: Pelmets on the 8 interior hall windows to be completed.</p> <p>Asset Renewal Meeting: Items to be raised to include: Interior and exterior painting, improved ventilation, roof replacement, dishwasher,</p> |
| <i>Notice of Motions to Council</i> | Nil |
| <i>Next Meeting</i> | 23 rd February 2016 commencing at 7.30 at the Globe Theatre |