



**COMMITTEE:** Globe Theatre Committee of Management  
**PRESENT:** J McCutcheon, M King, R King, T Brown, H Brown, G Amos, B Amos, C Naufal (SCS), N Cameron (Rep Society).  
**APOLOGIES:** R Thompson, C Thompson.  
**VISITORS:** Nil.

**DATE:** 06/03/2017  
**TIME:** 7.30pm  
**VENUE:** Globe Theatre

<i><b>Adoption of previous minutes</b></i>	Moved ; R King. Seconded; B Amos.
<i><b>Conflict of Interest Declaration</b></i>	Nil
<i><b>Business Arising from previous minutes</b></i>	No report back re the gravel required for driveway. Cleaning remains an issue, J Chatterton following up with contractor. Smokers Tidy has been replaced and incident reported to police, no further action.
<i><b>Correspondence In</b></i>	Emails from C.Naufal re repairs, installation of movie equipment. Mel's Dance Central complaint about scaffolding left in the Globe.B Rippe regarding leak in ladies toilets.M.Quikenstead Insurance, and 2017 dates for classes,
<i><b>Correspondence Out</b></i>	Replies to C.Naufal, B.Rippe and M. Quikenstead.
<i><b>Treasurers Report</b></i>	T Brown presented a detailed report, see attachments. Moved; TB. Sec; MK.
<i><b>Booking Officer Report</b></i>	Bookings continue to be good with the addition of the Movie Club, we have also had a funeral at the venue with another one booked.
<i><b>User Groups Report</b></i>	N Cameron expressed disappointment regarding the alterations in the kitchen with the addition of the dishwasher, he stated that after going to the expense of having a detail plan drawn up for the bench tops and sinks, the plan was not adhered to. \$2,750.00 paid to SCS as their contribution to the dishwasher, as yet no receipt received. With the high cost (\$4,288.00) of having the brickwork alteration in kitchen the Rep Society have decided not to go ahead with it and instead have purchased 2 kitchen trollies and 2 more trays for the dishwasher which can also be used by anyone hiring the venue.

<b><i>Shire Report</i></b>	With the updating of the Instrument of Delegation the SCS would like the C.O.M to put forward any ideas and or changes over the next couple of weeks.
<b><i>General Business</i></b>	It was agreed that all items within the venue should be placed on the Globe Theatre's asset register, this includes all of the Rep Societies items as this could all be put under one insurance cover with the SCS. After the installation of the Audio and video equipment it has been found to have a few problems, the screen has been mounted on the lighting bar instead of the bar at front of stage, the projector has been mounted on the hall lights bar which is too close to where the screen should be, again not enough consultation. Hot water ran out and it was due to the LPG bottles being empty, Elgas has been contacted and it appears we got dropped of their schedule, bottles now full and water problems fixed. It was agreed that any works to be carried out should first have a detailed plan and agreement by all parties prior to commencement to avoid any disputes at a later date. Roof over the container is not going ahead Rep Society are storing perishables upstairs and everything else is up off the floor. Rep's honour board to be mounted in supper room when hall painting is completed. The new audio/video equipment only to be used with the approval of the hall Booking officer. Hire charges for the Dance School to be increased from \$15 to \$20. Photo shoot to be held at the Globe on Thursday 09/03 at 9.30am which is to support the Living Heritage, all welcome. J McCutcheon to take on the Secretary/Booking officers position during the absence of M King, Jim to contact R Thompsom for any assistance. The key code has now been changed to 5050. Is was agreed that N Cameron to become a member of the Globe C.O.M, C Naufal will put the process through by next meeting.
<b><i>Notice of Motions to Council</i></b>	Audio/Video equipment and Cleaning
<b><i>Next Meeting</i></b>	23 <sup>rd</sup> May 2017 at 7.30pm