

Friday 16 March 2018

Dear Member

The next meeting of the Armstrong Hall Management Committee will be held in the **COMMITTEE ROOM at the ARMSTRONG HALL COMPLEX** on **THURSDAY 22nd MARCH 2018** commencing at **7.30 pm**



Louise Powell, Hall Manager

A minutes silence will be taken at the beginning of the meeting in memory of Martin Brooks, who passed away in February. We are very thankful for the dedication and commitment he gave to the Armstrong Hall over many years.

AGENDA

1. To receive any apologies for absence
2. To receive any representations from the public or hirers
3. To approve the report of the Management Committee meeting of 15 February 2018 (attached) and consider any matters arising from them not covered by another agenda item
4. To receive the minutes of the Trust meeting held on 20 March 2018 (to be tabled)
5. To consider the outcome of the Trust decision on the future of the Armstrong Hall
6. To consider matters relating to Armstrong Hall finances:
 - a. To approve accounts for payment (to be tabled)
 - b. To receive the financial statements for February 2018 (attached)
 - c. To receive an update on fundraising and donations
 - including success of the Jazz festival (email attached)
7. To receive an update from the Hall Manager on any operational and maintenance issues including:
 - a. Purchase of the Lighting Desk
 - b. Future of the Sound System (attached)
 - c. Maintenance works
8. To consider any correspondence received or other urgent business

BACKGROUND PAPERS

The following are circulated with or have been previously circulated and form part of this agenda:

- (a) Report of the Armstrong Hall Management meeting of 15.02.18 (attached)
- (b) Financial statements for February 2017 (attached)
- (c) Future of the Sound System (attached)
- (d) Email about the success of the Jazz Festival (attached)