

## Easdale Island Stone Skimming 2023 Meeting Minutes 1

Meeting Date	24/01/23	Time	1800
Issue Date	25/01/23	Location	Easdale Community Hall
Prepared by	R Hadfield		

Attendees	Rob Grigg	RG	Rob Hadfield	RH
	Jackie Inch	Jl Via Skype	Sam Payne	SP
	Rachel Devine	RD	Drew Stevenson	DS
	Jess Hill	JH Via Skype	Kyle Mathews	KM Via Phone
Apologies	NA			

Item	Minute	Action
1	Apologies and Introductions	
1.1	No apologies were received and all present knew each other.	Note
2	Feasibility	
2.1	RG set the scene and there was a broad discussion as to whether or not the event should be held. There was universal agreement that despite the relatively low income for the effort involved it was important for the community that the stone skimming should take place.	Note
3	Venues	
3.1	It was agreed that the Hall will be open for the dance on Saturday but closed on Sunday. The Puffer will be open both days to cater for those not interested in/unable to go to the dance.	Note
4	Prices	
4.1	Hall capacity is believed to be around 140 so income from ticket sales will be looked at with a view to bringing in line with other venues.	SP
4.2	KM suggested an online registration and payment option. This would encourage attendance, any unclaimed spaces by a certain time on the day could be resold.	KM to investigate options
4.3	It was agreed that the £3.50 entry fee is well below that for other unique events, there will a discussion later to agree a higher price.	Note
5	Sponsorship	
5.1	Agreement that sponsorship will probably be harder this year but breweries may be a source. RD has contacts with breweries and suppliers.	RD
6	Catering	
6.1	Following a brief discussion it was agreed that catering would be best managed in house if possible.	Note
6.2	DS will look at catering options.	DS
6.3	RG will find volunteers to man the stall	RG
6.4	RH will contact Environmental Health to find the requirements	RH

7	MC on the day	
7.1	KM has stepped into the breach	KM
8	Entertainment	
8.1	SP will book the Disclaimers, she has also offered to accommodate them saving costs.	SP
9	Insurance	
9.1	SP is already looking at the whole EE insurance package and ensure it is provided for	SP
10	Authorities	
10.1	RH will contact Police, Ambulance, Fire Brigade and A+B Council	RH
11	Advertising and Publicity	
11.1	KM will manage this	KM
12	Rules	
12.1	KM +RG will contact Mellon	KM, RG
13	Communication	
13.1	There are 2 emails associated with stone skimming. The gmail one has an associated drive containing information from previous years. RG and KM to investigate.	RG, KM
14	Project Management	
14.1	JI has agreed to PM the event	JI
15	Health and Safety	
15.1	KM can arrange qualified medical help for the day but they need to be covered by insurance and current risk assessment.	KM
15.2	Risk assessment. There is one prepared already which can be updated by the advisor nearer the day when more details are available	?
16	Funding	
16.1	No external funding has ever been applied for RD will approach A+B strategic fund	RD
17	Make up of committee	
17.1	The committee will consist of RG, JI, RH, KM+RD. SP and DS and JH will assist when possible.	