Minutes of HCC Committee Meeting

Held at Poldrate Centre 16th February 2026
(Meeting was rescheduled from 4th February)

Chair: Grace Hynd

Present: Mike Harvey, Lorraine Lloyd, Elaine Dowding, David Youles
Apologies: Anne Scott, Muriel Huggins

(1) **Minutes of the Last Meeting** were proposed by Mike Harvey and seconded by Grace Hynd

(2) **Actions from Last Meeting:**

Competitions - Guidance to Judges has been reviewed**.**

(3) Reports from Office Bearers

Secretary - Images were sent to EastSpace following their request. Potential new member plans to attend the Poldrate tomorrow.

Treasurer: Bank Balance is £3579.12.

Anticipated Outgoings: Bank Charges, Feb - £4,25
Competition Judge - £25.00
Tea/Coffee/Biscuits

A new auditor has been appointment who will do the Audit free of Charge.

Other outstanding costs: Exhibition, Engraving Costs

Check timing of donation to Lamp of Lothian **Action: Anne**

Programme:
Last week's speaker has been in touch to apologise for being unable to attend due to an emergency. The feedback on the PAGB presentation, substituted at the last minute was very positive and this could be considered as an option in the future. Grace will check out what other talks are available and will seek the further opinions from Members.
Action: Grace

There are still a few speakers to be booked for Season 2026/2027, Grace will seek ideas from Members on what they would like to see and also suggestions for summer outings. Grace and Mike have had a meeting to set out competition dates for Season 2027/2028.
Action: Grace

Planning for the Scavenger Hunt is underway and details should be confirmed in the next couple of weeks.
Action: Grace

Exhibition:

The issue of panels had been raised with the members and it was felt that this was a "step to far" at present. However it was agreed that each member who wants to display images at the exhibition will have an individual panel where they can display 4 landscapeorientated images or 3 portrait orientated images. This will be further discussed with Members.

The deadline for images to be submitted to Grace will be 1st April.

Each print will be individually number to allow for voting at the exhibition.

Grace has requested a quote from the printer for approximately 176 images and has also asked for a price for printing square format. Also need to check mount boards/precut mounts remaining and place an order.

Information on the Exhibition will be shared with Members shortly.

Action: Grace

CompSec:

The Judge for the Annual Competition has requested that HCC show the images next week.

The deadline for the AV competition is 23rd February. It is possible that this could be moved to a week later, to be discussed at the Club Meeting and deadline date confirmed with Members.

Action: Elaine

(4) Review of Club Documentation

It was agreed that all policies and documentation needs include the Date of Last Review. Each document should be “owned” by a Committee Member who will be responsible for ensuring that it is reviewed and updated accordingly. A Summary of Documentation will be updated accordingly.

There are also some updates required to information held on the Website. Lorraine will draft the updates and also liaise with Andy Coulson to find out the best way to do to implement these updates.

Action: Lorraine

Mike will review the Competition information on the website:

Action: Mike

It was agreed that Members Galleries should be restarted on the website.

Action:

(6) AOB

(i) Purchase of New Chairs: Anne had circulated some costings for the purchase of new chairs. It was agreed to assess the chairs we currently have to see how many remain usable (including the chairs currently located on the second floor). Following this we will have a clearer idea of how many new chairs are required. It may be that we initially buy a small batch of chairs (probably 6) to assess the quality and comfort. The top priced chairs quoted would be a significant cost, but if they are of substantially better quality it may be that the purchase could be phased over 2 - 3 years. The options will be further discussed once the current chairs have been reviewed.

Action: ALL

(ii) **AGM Agenda:** The draft Agenda was discussed. A decision about including the purchase of new chairs on the Agenda will be taken after the existing chairs have been reviewed.

The Agenda will be issued to all Members before 20th February, with a request that any additional items for the Agenda are submitted by 20th March.

Action: Lorraine

(7) Date of Next Meeting
AGM on Tuesday 31st March 2026.

Future Actions from Previous Minutes

Need an additional 3 steadies to be made for the support of the display panels.

Action: David.
Completed

Items for AGM:
Risk Assessment Documentation for Approval
Club Secretary Vacancy

Action: Lorraine
Completed