Key Action Points outstanding after August committee meeting

and committee lead for each item

Action	Person Responsible	Outcome
Policy document to be prepared to ensure staff are aware of need to carry out testing of fire alarm	Brian Boland	Outstanding
Policy document to be prepared to ensure staff are aware of need to carry out testing of water supply	Brian Boland	Outstanding
Continue process of finalizing arrangements for enabling club to take direct debits for player membership fees etc.	Frank Mulligan/ John McLaughlin	Pended whilst Membership Moto trial was ongoing
Maintain dialogue with players to continue efforts to improve amount collected in subscriptions and match fee	John McLaughlin	Ongoing – awaiting report
Continue discussions with SRU and Development Officer to clarify future arrangements for funding and role of said officer	Frank Mulligan/ John McLaughlin	
Finalize details of new catering equipment required and costs of purchase	Loretta Mooney/Elaine Farry	Purchase complete – now securely stored in pantry
Investigate possible funding and procedure for lighting upgrade in clubhouse. Subcommittee needed.	Frank Mulligan/ Brian Boland / Scott Lennox	Ongoing
Monitor settings on heating control system through increased use of App	Brian Boland	Outstanding
Update list of keyholders.	Elaine Farry	Ongoing