

# KMC Liaison Meeting

June 11 2021

# Agenda

- Chair Summary 2021-22 season and Look into 2022-23
- Financials
  - Accounts 2021-22 (formerly reqd for AGM)
  - Budget 2022-23
  - Room Charges 2022-23
- Catering
  - Menus and prices 2022-23
- KMC Board Succession
- Fire Procedure and Defibrillation training
- Floor issues and discussions
- AOB

# Catering 2022-23

## **The issues:**

- Increasing Food prices and availability issues and logistic issues
- Increased Staff costs
- Lack of Staffing available in sector
- Catering Covers in 2021-22 halved

## **What we need to deliver as solutions:**

- Need choices for all 'types' of Lodge and budgets given price rises from increases in VAT, staff pay, tax and food that will increase sales price.
- Need 'most formal' through to 'affordable and less formal options'

# Catering 2022-23 (eff 1.9.22)

**ADEQUACY OF CHOICE IS THE MOST IMPORTANT FACTOR IN MAXIMISING 'INCLUSION'**

## **Full Course meetings:**

- Formal Menu £22/23 head for 20/12-20 people. 3 courses + coffee/waitresses/bar. Full menu
- 'Informal' Menu £18.50/head for 2 courses + coffee (12+ people). Waitresses/bar. Simpler food.

## **Buffett Menu Meetings:**

- A - £15 – 1 staff member who will also man bar (min12 people charged)
- B - £12 - 1 staff member who will also man bar (min12 people charged)
- C - £8.50p - No staff, drink only by pre-arranged non sale or return stock agreement (Min 12)

## **Social Events and Non-Resident Lodges**

- Formal Menu £25/head (an increment to normal Lodge meetings)

**Possibility of Supplements for specific dishes during the year**

**All subject to 2 up/1 down rule (3 days before to 6pm), payment on night or within 24 hours by BACS. Initial Booking/Order required by Tuesday week prior to meeting.**

**No Booking received within the times will result in food not being ordered.**

**Every Meeting will be given a feedback form to be completed on the night. Issues only dealt with on night**

# Board Succession

- Why do we need it?
- What roles? (Chair, Finance, Buildings, Museum, Risk and Compliance, Secretary, IT)
- The need for experienced yet energetic people
- The need for people who believe in same principles by which the centre is run
- Ideal learning and leadership opportunity – personal, professional and masonic
- Applications so far?
- What can you do?

# Fire Risk and Defibrillation Training

## Fire Risk

- Obligation for all members to be trained (alarms, locations, signage, room differences). Fire Officers for each unit?
- Videos on website
- What happens if non-attendance

## Defibrillation Training

- 2 units at KMC
- Does anyone know how to use them?

**September Liaison Meeting will be followed by a short formal training session on both points. Attendance will be formally noted in case of incident & units need to understand their own responsibility.**