



Alex MacIntyre Memorial Hut

Annual General Meeting 2012 Report of the Management Committee and Abridged Minutes

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ALEX MACINTYRE MEMORIAL HUT

ABRIDGED MINUTES OF THE ANNUAL GENERAL MEETING OF THE MANAGEMENT COMMITTEE HELD ON SATURDAY 21st APRIL 2012

1. **PRESENT:** Ruth Chambers, Derek Edge, David Foster, Nick Halls, Arthur Howarth, John Leftley (MCofS trustee), Iain McCallum (BMC trustee) and Ruth Payne (GBMH trustee and chairperson, GBMH Management Committee – guest).
Apologies: MCofS – President and Treasurer (MCofS trustees).
Ian McCall had been invited to attend this meeting with a view to joining the committee but decided not to do so.
2. **MINUTES OF THE 2011 AGM**
The minutes of the AGM held on 9th April 2011 were approved.

Proposed: Iain McCallum; seconded John Leftley.
3. **MATTERS ARISING**
John Irving's term as Hon. Treasurer of the MCofS has come to an end and therefore he has ceased to be an ex officio trustee of the AMMH. His replacement as Treasurer of MCofS is Robert McMurray.
4. **CONVENOR'S REPORT (Nick Halls)**
Copies of the report were sent to members of the committee prior to the AGM.
The Convenor presented his report. (see page 4)
Amendment to report: IM said that he is still the Chair of the BMC Huts Group and therefore still a trustee of the AMMH.

The report was approved unanimously by the meeting.
Proposed: Iain McCallum; seconded John Leftley.
5. **TREASURER'S REPORT (David Foster)**
Copies of David's report were sent to members of the committee prior to the AGM.
The Treasurer presented his report. (see page 7)

The report was approved unanimously by the meeting.
Proposed: Arthur Howarth; seconded John Leftley.
6. **BOOKING SECRETARY'S REPORT (Arthur Howarth)**
Copies of Arthur's report was sent to members of the committee prior to the AGM.
The Booking Secretary presented his report. (see page 11)

The report was approved unanimously by the meeting.
Proposed: Iain McCallum; seconded David Foster.
7. **ELECTION OF OFFICERS**
Convenor – Nick Halls: proposed Iain McCallum; seconded John Leftley. Nick was elected unanimously.
Secretary – Iain McCallum: proposed Ruth Chambers; seconded John Leftley. Iain was elected unanimously.

8. *Treasurer* – David Foster: proposed Iain McCallum; seconded John Leftley.
David was elected unanimously.
Booking Secretary – Arthur Howarth: proposed Ruth Chambers; seconded Ruth Payne.
Arthur was elected unanimously.
Maintenance Officer – John Leftley: proposed Iain McCallum; seconded Arthur Howarth. John was elected unanimously.

9. **SUCCESSION PLANNING: OFFICERS AND COMMITTEE MEMBERS**

Derek Edge has agreed to become a member of the committee. Derek will take over from David Foster if, for health reasons, David has to retire as Treasurer. David will continue in post so long as he feels able to do so.

10. **HUT FEES**

Since 1st January 2011 the charge has been £8 pppn.

Resolution: That the fee be increased from £8 to £8.50 pppn from 1st January 2013.

Proposed: John Leftley; seconded Iain McCallum.

The increase was discussed at some length. It would raise about £1,000 if hut usage remained at current levels. JL said that we needed to raise money to pay for further improvements to the hut and to maintain its fabric. RC spoke against the increase, arguing that it was unnecessary. She compared our fees with those for members of the FRCC. IM said that the FRCC paid for capital works out of the club's general fund. The AMMH has to pay for such works out of the income generated by the hut fees. AH mentioned that current high fuel prices for vehicles might reduce usage of the hut. He mentioned that bookings were down at the moment. NH said that improvements to the hut made it a better place to visit and improved behaviour. A higher rate for guests was suggested but this was left over for the business meeting to consider.

Votes for – 5. Votes against – 1. Proposal carried.

11. **COMMENTS AND CONCERNS REGARDING THE OPERATION AND MANAGEMENT OF THE HUT (NH)**

As usual, an invitation to BMC and MCoF S members to submit comments and suggestions had been posted on the respective websites at the same time as publication of the agenda for the AGM.

None were received.

12. **DATE OF THE NEXT AGM**

Agreed – Saturday 13th April 2013 (provisional – may clash with BMC's AGM).

CONVENOR'S ANNUAL REPORT (April 2011 - April 2012) – Nick Halls

Preface

The Alex MacIntyre Memorial Hut (AMMH) is the joint property of the BMC and MCofS and held in trust on behalf of the membership.

Six officers of the BMC and MCofS, and their successors in title, are ex officio Trustees; on behalf of the BMC, the President, the Honorary Treasurer and the Chair of the BMC Huts Group, and on behalf of the MCofS, the President, the Treasurer and the Chair of the MCofS Huts Advisory Group.

Management Agreement

In June 2010 the Trustees signed a Management Agreement setting out how the AMMH is to be operated. The Trustees agree to the membership of a Management Committee, which is accountable to the Trustees and has delegated responsibility for the management, maintenance and day-to-day operation of the hut.

The purposes of the trust are:

- (1) For the provision of suitable accommodation for mountaineers, i.e. good basic accommodation at reasonable cost;*
- (2) For such purposes as may be necessary to maintain and operate the property.*

2011–12 was the first complete year during which the AMMH has operated in accord with the agreement. No significant problems have emerged and an annual timetable is being developed to ensure reporting takes place by the dates prescribed. BMC and MCofS members can access the AGM minutes and annual reports on the websites, and an abbreviated report is published in the Scottish Mountaineer.

Management Committee

The Committee is comprised of volunteers drawn from members of the BMC and MCofS. There are five officers: a Convener (currently Nick Halls), Secretary (currently Iain McCallum), Treasurer (currently David Foster), Booking Secretary (currently Arthur Howarth) and Maintenance Manager (currently John Leftley), plus other members, one of whom coordinates voluntary wardens (currently Ruth Chambers) who facilitate the operation of the hut during busy periods in the winter. The Chair of the GBMH Management Committee also attends meetings to assist with coordination of the affairs of the two national huts situated in Scotland in which the BMC has an interest.

The usual term for the Officers and Committee members is five years, but they may stand for re-election, subject to the discretion of the Trustees. All officers are standing for re-election in 2012.

During the year there have been changes to the Committee. The Treasurer of the MCofS, John Irving, completed his term of office and stepped down, but will continue his involvement with hut affairs when he becomes the Chair of the Glen Brittle Memorial Hut (GBMH) Management Committee, and is expected to continue to attend meetings in this new capacity. On behalf of the Committee I would like to thank John Irving for his valuable contribution to the management of the AMMH.

The Chair of the BMC Huts Group, Iain McCallum, also completed his term of office, but has continued to serve on the Committee as Honorary Secretary, but no longer in the capacity of Trustee. (*Note:* see amendment in the AGM minutes). To date the successors in title to these offices have not expressed interest in becoming actively involved in the operation of the AMMH.

John Leftley continues to serve as the Chair of the MCofS Huts Advisory Group, and is now the only Trustee on the Committee, and has taken on the office of Maintenance Manager. The continued involvement of Iain McCallum and John Leftley is of great benefit to AMMH as their knowledge of the affairs of mountaineering huts is unsurpassed.

Bob Makison stepped down from the Committee at the 2011 AGM, but has continued to be involved with AMMH in the capacity of a local contact who monitors the day-to-day operation of the hut and undertakes janitorial activities, necessary maintenance and repairs, as and when necessary. The Committee is very grateful for his continued commitment.

To facilitate the rejuvenation of the Committee two non-members were invited to attend and observe the AGM and committee business meetings, Derek Edge CA, (former Hon. Treasurer of the MCofS) and Ian McCall, (voluntary AMMH warden and a project manager). Unfortunately, Ian has submitted his apologies and has indicated that he is unable to contribute to the operation of the AMMH at this time.

The Committee wishes to rejuvenate its membership and any BMC or MCofS members interested in becoming involved in the affairs of the AMMH are welcome to attend business meetings as observers, and may stand for office.

The provision of suitable accommodation for mountaineers

All income generated by the AMMH is devoted to the maintenance, improvement and operation of the hut.

Following the major projects of 2009 and 2010, involving the upgrade of the toilets and showers and the ventilation of the kitchen, the electrical system was upgraded and more powerful showers and night storage heaters installed. The improved showers have met with the approval of hut users and reduced the repairs required. The improved heating arrangements have made the ambience of the hut more congenial and reduced the impact of damp on the structure. However, enhanced heating has increased energy costs, exaggerated by an increase in the standard tariff by 26% on top of the highest electricity charges in the UK. The increase in the cost of electricity in 2011 may have been due to the unusually cold and long drawn out winter conditions of 2010-11 that have not been replicated this winter, which was unusually wet and mild. Electricity consumption will be carefully monitored.

Maxim attributed to Laurence Summers, a former US Treasury Secretary, in the Wall Street Journal. "No one in the history of the world ever washed a rented car".

It has been observed that without a 'pay-as-you-use' arrangement there is little incentive for occupants to economise. However, electricity is the only source of heating at the AMMH, and electricity costs are the largest item of annual expenditure, other than repayment of loans.

Anecdotal reports from other hut custodians have highlighted occasions when hut users have been irresponsibly profligate, leaving huts unoccupied during the day with lights on, windows and doors open and heating on full. There was one instance when occupants of AMMH departed leaving a dormitory window open to the elements, allowing heat to escape and rain to soak bedding. Energy conservation is as much about human behaviour as insulation, and some hut custodians have decided to ban from their hut groups who abuse the availability of apparently free electricity. As many individuals use the AMMH this recourse is not really just, but it has been suggested.

To accommodate the increase in energy costs, which it is assumed will continue to rise, an increase in hut fees has been proposed, which may have to be sustained year-on-year until the inordinate increase in energy costs have been accommodated. The Committee's policy is to prioritise the effective insulation of the hut, primarily to reduce electricity costs, but also to contribute to national carbon reduction targets.

Some minor works have been undertaken to prepare for the next stages. Additional hatches have been put into the ceilings of the dormitories to facilitate access to the loft spaces. Improved access has revealed that insulation of the roof may not be as effective as had been supposed, and insulation in place may not leave sufficient space for adequate air circulation between insulation and the roof structure.

The Committee commissioned 55 North Architecture (Matt Bridgestock) to produce a refurbishment schedule for the hut. The brief was to focus on what is best for the building.

The final report has now been received and confirms the building is in a reasonable state. The report includes plans and drawings of the building, drains etc. with explanatory diagrams of architectural features and a rationale for each recommended work, with a suggested list of materials. The report will help the Committee to move from a reactive approach to maintenance and development to a more strategic proactive and preventative approach more suitable to a century old domestic building in a very damp environment, with intermittent levels of occupancy.

Some works suggested in the report will be expensive and issues arise as to the cost/benefit of some; other works will impact on occupancy levels and thus income. Such issues will be given consideration over the coming year, and an *as and when possible* approach will have to be adopted.

A programme of work will be developed, which is likely to extend over the next decade at least. The programme of works can be expected to impact on hut fees. Currently the roof and slates are being checked, the exact nature and extent of ceiling insulation ascertained and estimates obtained for the cost of under floor insulation of the sitting room. Discussion is ongoing as to how best to improve the insulation of the downstairs bedroom, which is a poorly insulated extension of the original building that was formerly a bathroom.

For such purposes as may be necessary to maintain, improve and operate the property

To fund the upgrade of the kitchen and toilets/showers £15,000 was borrowed from the BMC, MCofS and the SMT. The priority is to repay this borrowing (see Treasurer's report).

With the increase in hut fees to £8-00 in 2011 the income of the hut has remained adequate. Occupancy remains at about 32% of the full potential, which, as it is higher than most club huts, has enabled the hut fees to be maintained at a comparatively low level.

It is likely that all the revenue expenditure of 2011 will be repeated in 2012, but the increase in fuel costs may result in significant increases in costs of goods and services in the Highlands. Equally, this may impact on occupancy levels as most hut users travel considerable distances from elsewhere in the UK by private transport. It is not yet clear what impact the current period of austerity and fuel costs will have on occupancy levels at the AMMH, but the current inflationary tendencies require the Committee to consider an increase in hut fees of at least 6-7%.

Currently, the financial position of the AMMH is secure and a limited proportion of the balance carried forward from 2011 is available for further maintenance and development. No major undertakings can be contemplated before 2015, particularly if they require further borrowing, which the Committee wishes to avoid.

One of the Committee's objectives is to increase the occupancy of the AMMH during the summer months, and to this end the Committee will more widely promulgate that the hut is very easily accessible by public transport directly from Glasgow, and well positioned for the use of other modes of transport to access the hills, such as bicycle and canoe.

As Convenor of the Management Committee I would like to thank the members of the Committee for their continuing efforts to improve the facilities at the AMMH, and responding constructively to critical comments of hut users. It would appear that at this time hut users find the facilities at the hut satisfactory and value for money, and this is a tribute to the work of all the members of the Committee who have retained their commitment and enthusiasm for many years and in some cases decades.

Treasurer's report



TREASURER'S REPORT FOR 2011 – David Foster

Building Improvements

After the major project of 2009 and 2010, involving refurbishing the kitchen ventilation and the showers & toilets room, we have had a relatively quiet year for consolidation and consideration of the next steps in hut improvements. Of the £922 spent on building work, the majority was for construction of roof access hatches to facilitate eventual installation of insulation, and electrical work on circuit inspection and fire safety equipment.

Hut Bookings

Income varies quite a lot from year to year but is remaining fairly consistent at about 32% of full occupancy. The per night charge increased from £5-50 to £7 at the start of 2009 and to £8 for 2011. The new record income in 2011 actually equates to fewer nights than in 2009. The reasons for the significant fluctuations are not known, but it does seem that at least for the next few years we should be able to rely on this level of occupancy and income.

Loans

We borrowed a total of £15,000, repayable over five years, to fund the refurbishment work in 2009 and 2010 and started repayments to the BMC and MCofS in 2010. The first repayment to the SMT was made in 2011 giving the highest yearly total of £3,500. The payments will be £3,000 in 2012 when the BMC loan will be paid off, followed by two years of £2,500 and a final £1,500 to the SMT in 2015.

Electricity Costs

This is the largest item in annual running costs and is an expenditure that seems set to increase faster than inflation for the foreseeable future. The standard tariff has increased by 26% since the end of 2009. Half of our consumption was on the new 'total control' meter, which has limited the projected cost for 2012 to £2,900. Consumption in 2011 was an incredible 24,500 units. Half the consumption arose in the first four months of the year, running at over 100 units per day in the busiest winter period. Since electricity is our only source of heating we are stuck with the costs and our only resort is to try to economise. However without a pay-as-you-use system there is little incentive for visitors to do this.

Bank Accounts

We now have a deposit account at the Scottish Widows Bank, opened with mercifully little hassle. Interest rate is a still inadequate 1.6% but this appears the best available to non-personal customers. During the year the Bank of Scotland stopped paying their paltry 0.1% on the current account. The deposit account currently holds two thirds of the cash reserves.

Financial Position

I have transferred £2,000 to the 'reserve fund'. Originally, £2,000 was the annual target but it was reduced to £1,000 in the last two years. This fund is an accumulating reserve to cover large unplanned expenses. It is not kept in a separate account, but the plan is to keep our cash balance well above the current reserve fund level. We have passed a milestone of sorts with outstanding loan repayments now less than the available funds. These repayments are decreasing in 2012 but not by much. Nearly all the expenditure of £10,000 in 2011 will be repeated in 2012 before any major work is undertaken. I suggest that major expenditure in 2012 be limited to a proportion of the £12,641 available funds from 2011. This is still a considerable sum. We have had the building inspected by a surveyor. When we have considered the report we will decide priorities for maintenance work and proceed as funds permit. Loft insulation will be high on the list because it should reduce energy consumption for heating. The AMMH is on a secure financial footing at the moment, although this is dependent on sustaining the level of use. There is still considerable scope for increasing this in the summer.

I thank Derek Edge CA for checking the records and certifying the accuracy of the accounts.

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The Trustees
The Alex MacIntyre Memorial Hut

Dear Sirs

Accounts for the year ending 31 December 2011

I have examined the accounts prepared by the Treasurer from the accounting records for the year ending 31 December 2011.

I certify that the accounts provide a true and fair view of the financial position of The Alex MacIntyre Memorial Hut as at 31 December 2011.

Yours faithfully

Derek Edge TD BA CA

**ALEX MACINTYRE MEMORIAL HUT
INCOME & EXPENDITURE ACCOUNT FOR YEAR ENDING 31 DECEMBER 2011**

INCOME		Notes	£
2010			
12449	Hut bookings payments	(1)	16,674
16	Interest		53
171	Coin-operated electricity meters		123
<u>10000</u>	SMT Loan (£7,500) and grant (£2,500)		<u>16,850</u>
<u>22,636</u>			<u>16,850</u>
EXPENDITURE			
332	Hut equipment	(2)	883
130	Consumables (cleaning materials etc.)		145
3366	Maintenance & building work	(3)	922
12000	Loan repayments		3,500
2700	Electricity		2,310
720	Wardens		720
296	Committee expenses	(4)	371
450	Insurance		639
266	Refuse collection		310
166	Fire risk surveys		198
<u>3616</u>	Kitchen/toilets area refurbishment		<u>9,998</u>
<u>24,042</u>			<u>9,998</u>
CASH BALANCE			
	Balance brought forward at 1 Jan 2011		13,835
	Surplus (deficit) for period of this account		6,852
	Balance at 31/12/2011		<u>20,687</u>
	Bank of Scotland treasurer's account	7,641	
	Scottish Widows deposit account	13,046	
			<u>20,687</u>
NOTES			
Labour donated by committee members @ £12/hr, notional value			
600	R Makison 80 hours		960
200	R & R Chambers		960
			<u>960</u>
(1) Hut bookings			
9885	via bookings secretary		12,128
<u>2564</u>	other fees in Hut safe and to treasurer		<u>4,546</u>
12,449			<u>16,674</u>
(2) Hut equipment			
	electrical		214
	furnishings		224
	kitchen equipment		61
	Refuse bins, fire signs etc		384
<u>332</u>			<u>883</u>
(3) Maintenance & building work			
	external work		26
	electrical work		370
	building, plumbing, decorating, tools		527
	Kitchen/toilets area refurbishment		922
<u>6982</u>			<u>922</u>
(4) Committee expenses			
	travel to meetings		78
	travel for work at Hut		78
	post, stationery etc		21
	telephone		193
<u>296</u>			<u>371</u>

Arch Bly

**ALEX MACINTYRE MEMORIAL HUT
ACCOUNTS FOR YEAR ENDING 31 DEC 2011
BALANCE SHEET**

	£	£
Assets		
<i>Fixed</i>		
Freehold building at revaluation (in 2010)		160,000
<i>Current</i>		
Cash at bank: Available funds	12,687	
Reserve Fund	8,000	20,687
Liabilities		
Repayable loans: BMC	(500)	
MCoFS	(3,000)	
SMT	(6,000)	(9,500)
Capital & reserves at 31 Dec 2011		<u>171,187</u>
Represented by		
<i>Capital & reserves at 1 Jan 2011</i>		
Freehold building at revaluation in 2010		160,000
Cash		13,835
Liabilities		(13,000)
Capital & reserves at 1 Jan 2011		<u>160,835</u>
<i>Account for 2011</i>		
Cash surplus in 2011		6,852
Liabilities paid off		
BMC	1,000	
MCoFS	1,000	
SMT	1,500	3,500
Capital & reserves at 31 Dec 2011		<u>171,187</u>

Derek Ridge

BOOKING SECRETARY'S REPORT – Arthur Howarth

In 2011 the fall in income and occupancy rates noted in 2010 was arrested and we appear to be maintaining our average occupation rate of about 33%. The total income from bednights (£16,673) was above the high point of 2009 (£15,227) despite the occupancy rate (33%) being 6% down on that exceptional year.

In 2012 the income through the Booking Secretary in the first quarter stands at £2,648 with at least £1,947 being recovered from the safe, giving a total of about £4,600, a little up on last year although the occupation rate was slightly lower. I am currently awaiting more cheques for another £600. Forward booking, however, has been rather slow this year. A large block booking for May has improved matters but after 4th of July we have hardly any bookings for 2012 (30 bednights).

In 2013 all weekends in March have been booked but in January, February and April onwards there are bookings for only 3 weekends and only one for more than half of the hut. Looking on the bright side, we should have good income later in the year as bookings come in to fill these gaps. I would say that David's estimate of a further surplus of £2,000 over the rest of the year appears to be achievable. Some think that the rising cost of petrol may reduce the use of Scottish huts by English members and could impact on the usage rate for AMMH as we have quite substantial numbers coming from south of the border.

A few clubs now prefer to pay by electronic transfer but there is only a trickle of these at present. The amount of money taken from the safe appears to have risen over recent years and I had thought that this indicated a greater casual use of the hut by individuals, but checking back this appears not to be the case. A possible trend is for clubs to book 8, 10 or 12 places rather than the full 16. I suppose this is useful in that it allows more usage at weekends by individual members.

Members' satisfaction with the hut continues and £8-00 pppn is considered to be a reasonable rate for the facilities offered.

The hut is still under utilized in summer. Mountain bikers and canoeists use it in small numbers. One desirable facility that is sometimes mentioned is provision for secure storage of bikes. Perhaps this could be added to our 'to do' list.