

Centre & Event Manager Update – 24th May 2016

Licensing & Training:

Personal Alcohol License on the way. **Food Hygiene** – qualifications passed. **Premises License** - The Licensing Standards Officer has confirmed that we don't need to apply for a separate entertainment license. The licensing board only meet every few months to decide on applications for premises licenses so we may need to operate on occasional licenses for the period between opening and the end of September when they next meet.

Advertising:

I have designed a logo and I have asked Richard at Blackhouse Creative to give me a quote for tidying it up so it will be suitable for headed paper etc. We placed an advert in the latest edition of Events and they also published an interview I gave. I put a request on Facebook for photographs to use on the website and several professional photographers offered photos free of charge. I also contacted Mo Thomson and Nadine Dunnigan and they are contributing photographs and have offered to produce a promotional video for the Centre and a mock wedding video when the building is finished. They have also offered to come over to take official photos of the opening.

I have applied for membership of Outer Hebrides Tourism Association.

Services

Unfortunately, the Bank of Scotland will not approve a cashpoint but I am looking into a private supplier. The mobile library will add us to their round.

Weddings: Last week I went up to the Clan MacQuarrie Centre in Borve to help with a wedding. Since the events article came out we have had two more wedding enquiries, one for this year which we won't be able to fulfil and one for 2017. Wedding photographer Leila Angus has provided photographs of brides at Nisabost for use on the website and promotional materials. I am starting to build a portfolio of Wedding services and have been negotiating discounts from suppliers that we can retain as commission. Any suggestions for suppliers would be welcome.

Volunteers:

I have now got around 10 "willing" volunteers for the Centre Management committee. I have advertised a meeting on the 2nd June to try to increase this number and will also do a short presentation at the AGM on the 21st June.

Furniture, Fixtures and fittings:

Tetrad have donated 2 sofas and a chair from their Harris Tweed Collection worth over £4,000

I have contacted several local joiners and the UHI to get quotes for tables. Quotes for the chairs and the soft furnishings are also on the way. The final kitchen layout has been agreed with the restaurant tenants.

Electric Vehicle

The Energy Saving Trust funding application forms for the chargepoint will be issued next week. I have emailed Nissan to ask if they will donate a seven seater electric car to provide a sustainable community transport service!

Opening Ceremony

The preferred date for the opening ceremony is the 30th September.