**DECISION LOG NOVEMBER 2016**

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| 2.1.1 | Ann Buckley unanimously approved as a new director. |
| 2.2.1 | Postpone discussion about directors’ roles until next meeting. |
| 4.13 | Approval for revised quote for reception refurbishment ratified. |
| 5.3 | Engage new insurance brokers for 2017. |
| 6.1 | AOB will not feature on AGM agenda. |
| 7.1 | Complete current projects and allow ‘settling-in’ time rather than identify new projects for 2017. |
| 7.2 | Undertake performance review of contractors and suppliers.  |
| 8.1.3.1 | HR costs and service from external provider to be reviewed.  |
| 8.1.3.2 | Talk to Board re HR matters put on hold until after service level discussion. |
| 8.2.3 | Christmas opening hours approved. |
| 8.2.4 | Outstanding service charge & breach of lease covenant charge will stay on leaseholder’s account.  |