



# COMMITTEE MEETING MINUTES

Russell Boating Club

Key action items in RED

10<sup>th</sup> March 2025 @ 1730 Date | time

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## In Attendance

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Bruce Mitchinson, Mark Thomson, Fletcher Sunde, Trish van der Sande, Mike Bennett, Ian Holt, Barry Newland, Helen Thomassen, Stephen Pepperall

**Apologies:** Nil

**Motion:** Apologies be accepted. Moved: Bruce 2<sup>nd</sup>: ?? Carried

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## Approval of Minutes from previous meeting

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The minutes from the previous committee meeting were read and approved as accurate.

**Motion:** Minutes be approved. Moved: Bruce, 2<sup>nd</sup>: Barry. Carried

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## Matters Arising from previous meeting minutes.

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- Mark corrected a point in the previous minutes on Fundraising. Helen and not Mark will re-apply for a grant to cover the cost of the cool room upgrade.

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## Health and Safety

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- A new sensor operated light has been installed on the back of the youth sailing shed to help with pathway lighting during winter.
- Ongoing: Brett has agreed to build a cover for the winch drive belts.

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## Financial Report

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- The February financial accounts were presented by Trish.
- February had a breakeven result against a budgeted profit of \$2.2k.
- Bar profit slightly below budget and Operating expenses slightly above.
- The final Tall Ships result was a profit \$9.9k.
- Income from membership renewals still down on budget. Full and Full Family categories have seen the biggest drop in renewals.
- Trish to repay funds taken from the Building Fund account prior the March month/year end.

- Club house hireage continues to provide a financial benefit to the club. Stephen to look at putting a flyer together to help with promoting the club house as a venue.
- Joel has ordered a meter so that we can check long term power usage of the club's refrigeration units.
- Bank Account balances are available to Club Members on request.

**Motion:** That financial reporting is an accurate record of the accounts to the end of February, 2025 and payments are approved. Moved: Bruce, 2<sup>nd</sup>: Mark, Carried

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## Membership

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**Motion:** ~~That the following people be accepted as club members:~~

- No new members this month

~~Moved: Bruce, 2<sup>nd</sup>: Stephen. Carried~~

- Ian emailed a list of 30 past members who are still to renew their membership. A positive response was received from 4 on this list which should result in 7 renewed memberships.
- Mike and Fletcher will meet with a past member to discuss in more detail why they have decided not to renew their club membership this year.

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## Correspondence Report

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### Inwards:

- Email from Hartnell Ground Walker, the club's Accountant's informing the club that our point of contact will change to Tracey as Carlita Ground is retiring.
- Email reply was received from a past club member explaining why they haven't renewed their club membership.
- Email from Jay with a draft of the content he will provide to Russell Lights on the club's Youth Sailing program.

### Outwards

- An Email was sent by Ian to members who haven't renewed their membership this year asking them to consider re-joining the club.
- Stephen presented a letter to the club's kitchen lessee confirming details of discussions held between the two of them in February.

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## Sub Committee Reports

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### Social & Events – Helen Thomassen

- Activates
  - Annie Hill talk on Saturday 22<sup>nd</sup> March,
  - Phil Blues night coming up.

- Open mic night on Sunday April 6<sup>th</sup>
- Investigating running a Wine tasting event – would need to be a Saturday night.
- Any Xcuse the band will play on a night over Easter - 20<sup>th</sup> April
- The club to arrange an event for the Herb Kingi Cup closing day regatta. Possible option is using a DJ.
- Helen investigating band options for next year's Tall Ships.
- Sand bar cricket went very well. Fletcher to give Mark a few words for Mainsheet. Ian to send Mark some pic's of the event.

## Building & Maintenance – Bruce Mitchinson

- Working bee on Saturday 15<sup>th</sup> March. We will require someone to arrange the morning tea.
- A small freshwater leak located under the building has been fixed.
- Ongoing: The planned upgrade to the bathrooms is progressing. Fiona and Helen submitted a grant application to cover the costs of this upgrade. See Fundraising section below for more details.
- Ongoing: Ross Norman has offered to assist with adding some metal to the DOC car park. This will hopefully be done during the Working Bee on Saturday 15<sup>th</sup> March.
- Ongoing – Ian to assist with the lease renewal process with DOC for areas of the club that are on their land. Bruce advised that the survey plans are back with the surveyor to add the access path to the club, across the reserve.

## Kitchen, Bar & Cleaning – Fletcher Sunde & Stephen Pepperell

- Mike has a small bar sized fridge that he is willing to provide to the kitchen.
- A new Bar staff member has been employed.
- Cleaner is currently cleaning the club house on Monday's and Thursday's and occasionally on Saturdays.

## Sailing – Mike Bennett.

- A very successfully Etchells regatta was held last weekend. A big thanks to Stephen and Paula for organising the event and to Tony Hanlon for being the OOD. The event will provide a small financial return to the club.
- Stephen to revisit the handicapping of Etchells for single handed series.
- Ongoing - Rules night for skippers, will be a Thursday night - date still to be set
- Stephen has agreed to assist further with communications with the club's racing sponsors.

## Tall Ships

- Tall ships planning meeting – Thursday 13<sup>th</sup> March at 5:30pm
- The planning committee will need to elect an event coordinator.
- Ongoing: Ian will email all contestants of this year's regatta thanking them for supporting the club by participating in the regatta and inviting them to attend next years 50<sup>th</sup> anniversary event.

## Youth Sailing – Mark Thomson

- Jay has written an article for this month's Russell Lights mag.

## Slipway, Dinghy Dock & Moorings

- Barry reported that Thom's training is coming along well.
- Four boats currently queued for the slipway.
- 20 boats in total have been slipped this season.
- **Ongoing: The club will provide a rubbish bin in the winch shed for slipway users to deposit any material collected from the hull of their boats while using the slipway. The boat owner will still need to remove and dispose of this material when their boat is re-launched.**

## Fundraising

- Helen and Fiona have submitted a grant application with the Lottery Grants Board to cover a long list of much-needed building upgrades. The value of the grant application which is mainly focused on the bathrooms upgrade is valued at \$100k. The club won't hear the outcome of this application until June 6<sup>th</sup>.
- Helen will also re-apply for a grant to cover the cost of the Cool Room refrigeration upgrade.
- The Nauti Penguin has agreed to run one of their community fundraisers for the club's youth sailing.
- It was mentioned that Yachting New Zealand have a person who assists clubs source funding. Note from Ian post meeting - I couldn't find reference to this person on the YNZ website but I did find this link which also has a very useful document called a "Comprehensive guide to funding". <https://www.yachtingnz.org.nz/resources/funding-clubs>
- The Tall Ships regatta next year will require funding to help with costs of the Marquee hire and security.

## Merchandise

- Ongoing: Trish will investigate the option of the club printing RBC logo stickers for members Car's and Boat's. Size approximately that of a cell phone.

## Liveboards

- Mark will attempt to collect phone numbers of all liveboards in Matauwhi Bay.

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## General Business

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Ongoing: New constitution – Ian has completed a first draft of the new constitution. The next stage in this process is to setup a small working party to review the draft. Proposed members of the working party include: Tony Hanlon, Bruce Mitchinson, Jonathon MacInnes, Barry Newland, Simon Taylor, Andrew Riddell & Ian Holt.

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## Items for Mainsheet and Club Calendar

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- Suggestions to Mark by email

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## Next Meeting

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17:30 Monday 14<sup>th</sup> April 2025, at the Russell Boating Club

Meeting closed at 20:04

Minutes taken by: Ian Holt

Signed by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_