



COMMITTEE MEETING

9 Oct 2017

Minutes

Meeting commenced at 1800 hrs. And finished at 2128 hrs.

Sandra Scowen arrived at approx.18:30 and commenced taking minutes at that time. Jay Howell took minutes until Sandra's arrival.

1. Apologies: John Seal and Anna Evington
2. A minute of silence was observed by the Committee on behalf of Henry Whalen, who passed away at the beginning of the month. Henry will be sorely missed around the club. The Committee discussed how the Club could be of assistance Henry's wife, Kaye, noting that members were keeping an eye on and ready to assist with their yacht, as well as in supportive communication with Kaye. Subsequent to the meeting, Jay Howell spoke with Kaye and offered the Club's condolences and support.

3. Minutes: Committee meeting 14 August 2017

Resolution – *that the draft minutes of the general committee meeting dated 14 August 2017 be approved.* Passed

4. Financial Report
 - a. Profit/loss for August & Sept (separate document)
 - b. Bank balances (separate document)
 - c. Payments to approve (separate document)

Brief discussion and review of financial results, noting good year to date performance. September results include large annual payment to Yachting NZ, which was not paid until October in the prior year.

Resolution – *that the payments to approve be approved and the financial report be accepted.* Passed

5. Membership
 - a. New members:
 - i. Greg Hoover & Peter Gillian, family associate
 - ii. Murray De Lacy & Jenny Johnson, full family racing
 - iii. Scott & Tammy Jameson, family associate
 - iv. Tim and Kerry Whelan, family full (in case not previously approved)

Resolution - *that the new membership applications of Greg Hoover & Peter Gillian, Murray De Lacy & Jenny Johnson, Scott & Tammy Jameson, and Tim and Kerry Whelan be approved.* Passed

- b. Annual membership renewal status – Jay Howell reported on the status of membership renewals, noting a strong renewal rate to date.
6. Correspondence Report
- a. Yachting NZ AGM Notice – 14 October 2017 – No specific discussion.
 - b. Great escapes lease proposal – discussed below.
 - c. KCC America's Cup Invitation – noted that members are invited to see the America's Cup in Kerikeri.
 - d. NYA Minutes
7. Tall Ships Planning

Christine Hall joined the meeting at 7pm for approximately 1 hour to discuss planning for Tall Ships.

TENT: Christine has organized tent which will arrive Thursday night. The company will set it up, so if any repairs are needed this gives enough time.

FIRE PERMIT: ok, DOC ok about reserve use.

T SHIRTS: Trish has gazebo that can be used for T-shirt sales. Kiki says Ray W has a gazebo with sides as another option. Christine's Tallships poster will be used on T shirts. Trish and Sandra will organise. Approximately 8-12 T shirts planned to be given to hangi guys

HANGI FOOD: Warwick and Lynette will do stock take and make order for hangi food. Can get meat pre-cut – more expensive. Jay to arrange a meeting between Shane and Warwick to coordinate meat ordering and prep.

HANGI PIT Team (8-12 people) that organises wood will collect on the day they feel is right. Normally the team uncovers the pit and sets up the wood Monday(8am-12) however there this is New Year's day this year and there is a wedding booked at the RBC. Jay and Christine will follow up with Warwick to ensure there is no conflict. Need lunch cooked by Shane. Saturday team (20) Jay spoke to Shane and he thinks breakfast and lunch is not necessary as many bring their own food.

EXTRA FOOD Shane has offered to do pub food on hangi night. Christine and Kiki suggest doing desserts and coffee – Jay check with Shane. Question of logistics using kitchen as money collectors will be in there. Desserts will be pre-made.

WATER Christine checking whether Hornells water tanker can be used as standby for fire. If Simon Taylor is not around we need to know water sources in advance. Bore water is for the slip and the green for fire control. Embers on hangi trays are normally taken to sea to douse.

COMMITTEE BOAT is sorted, Guy from Opua (boat-Tryal) will provide the second boat. Boating Clubs tinny – Atawhai, needs to be checked for repairs. David will talk with Brett and Simon and see if boat is viable.

RESERVE. Grounds mowed by DOC last time. DOC pays a contractor to do it. Working Bee December 2nd. Dinghies will have to be moved to rear of reserve if they haven't been claimed, with further assessment at end of summer.

BOOZE: Simon talked to the Road Runner Tavern and preliminary arrangements have been made. David said and all agreed that Maddy should oversee alcohol since she orders it. David can take orders from Maddy. Simon has indicated he is happy to help, but doesn't want to drive the process. Maddy will apply for liquor license. We need to help her find drink sellers whom she will train in advance. Sandra will ask Maori class for helpers. Bar needs price sign.

BRACELETS: Trish will delegate ordering of bracelets to Brent.

VOLUNTEERS: Will have volunteer lists on offer at the SGM. Helen will organise people to do ticket tables. Raffles- Buddy system to sell tickets. Kiki will organise. First aid training person - Barry knows paramedic person in town – Dave G, and will see if he can be available during event.

PRE-REGISTRATION: Christine sends them out but few book in advance. People often decide on the day whether they will sail.

SECURITY: Last years security left too early and cost a lot, Need to look into other options. Kiki says Duke Tavern sometimes hires security people. Jay will stay till the finish of the event.

FERRY Is 11pm the last ferry? – Antony normally organises this.

MONEY COUNTER & CARRIER: Mike W will be asked to be money counter. Brent will be money carrier.

TICKETS: Need bigger tickets so they don't get lost. Kiki suggests printing them off much like the Bella A Capella tickets.

BANDS Bootleg band \$750 and will stay with Gary, Christine will confirm with them, Windjammers Jay needs to contact them about the exact number of player. Normally pay \$100 per player. They will leave on the last ferry unless accommodation can be found for them.

PRIZES Need to contact Far North Holdings regarding haul out prize which is for the All Comers race. Kiki will organise raffles and prizes.

HANDICAPPING: Christine does Tallships and Classics. If someone wishes to do handicapping for the All Commers Christine says go ahead.

8. Matters Arising Not Covered Elsewhere In Agenda
 - a. 2017-18 Calendar Pick up at RBC, Post to out of towners who have paid. None will be sent overseas. Advertisers need to be billed and a calendar will be included. Trish will do this
Charlie made changes to what Jay had for the calendar, so not all correct. But nothing problematic. Jay will give an updated electronic working calendar each month and send to committee members.

- b. Great Escape Charters Lease Proposal – see separate document
 - i. Jay Howell summarized a lease proposal submitted to the Club by Great Escapes charter business, and discussion ensued. The Committee was in general agreement that the proposal merits further consideration. To facilitate this, the owner of Great Escapes will be invited to the next committee meeting to discuss the proposal and answer questions. Subject to the outcome of this meeting, the proposal could be presented to members for further discussion and consideration at the special general meeting planned for December.
- c. December 3 Special General Meeting Planning – proposed agenda
 - i. Mid-year update – financial, membership, kitchen / bar pricing (15 minutes)
 - ii. Program for summer season, tall ships, events, racing, youth sailing (20 minutes)
 - iii. Open positions, nominations (15 minutes)
 - iv. Great escapes lease proposal (45 minutes)
Announce Walkway is on the back burner. Walkway best bought up in winter.
- d. Northland Yachting Association update
 - i. `Fees - \$50/year
 - ii. October regatta
 - iii. RBC representative to NYA
- e. Club rentals
 - i. Tuesday & Wednesdays ongoing – Greg Griffiths – \$20/day martial arts training (previously approved)
 - ii. Saturday, November 11 – Tayla Lucas wedding reception, catering requested. Committee discussed that Club does not have resources to adequate cater this event. The event was approved by committee subject to organizer providing own catering: Kiki/ Barry
 - iii. Saturday, December 9 – Diane Smith / St Johns volunteers Christmas party. Buffett \$45/person Approx 80 Shane said he would do it if he could get three volunteers. Kiki, David and Barry would volunteer for this. Needs plates and cutlery – buy or rent. Approved: Kiki/Jay
 - iv. Monday, January 1 – Renee King wedding 021 732 339. To provide own catering. Approved: Kiki/David Need to change the form so they put number of people and whether sit down max 55 etc
 - v. March ?? – Wade Armstrong – preliminary inquiry stage
 - vi. March 31 – Emily Harder / Mark Cotton Wedding, catering requested (previously approved)paid \$200 deposit
 - vii. Women's Tuesday lunch group inquiry. Committee agreed that club currently does not have resources to host, to be re-evaluated in the future.
Steve suggests be careful, don't push Shane into catering. Offer facility and if Shane puts his hand up to cater then that's great.
Kiki suggests using Shane for Burns night (January??)

- f. New Laser sails – sponsor and/or grant proposal? Sails for 5 lasers cost NZ\$429 x 5 = \$2,145.
Resolution – that the Club apply to Pelorus Trust for a grant to fund 50% of the costs of five new laser sails. Approved. Jay/ David
Donations from the sale of Pirates boat can also be used towards the sails.
 - g. NRC biohazard charge – RBC currently withholding payment (5 x \$80) pending related legal actions.
 - h. NRC regional plan – comments due November 15. Write letter saying happy with the plan. Encourage others to read the plan and provide input on matters the club should comment on.
9. Sub-Committee Reports
- a. Health & Safety. 1st Aid training for Maddy in November (Shane has conflict and won't be able to attend), defib training not yet arranged.
 - b. Kitchen/Bar
 - i. food safety plan status / annual fee
 - ii. bar assistants needed,
kitchen assistant needed Rebecca is meeting with Jay about the kitchen hand position, Young child so can't start at 6pm
 - iii. menu / pricing strategy – plan to offer a new summer menu starting December 1 with higher prices for non-members. Also plan to increase bar prices by \$1 for non-members. Do not plan to offer member pricing to reciprocal clubs, but need to consider further.
 - c. Social – Ukelele nights??
- Kids halloween party organizer? (subsequently determined this event will not be held due to Halloween falling on a week-night.
 - d. Publicity
 - i. *Draft Mainsheet*
 - ii. *Mailings*
 - iii. Web site,
 - iv. Facebook,
 - v. Trip-advisor,
 - vi. phone greeting
 - e. Fundraising –
 - i. Laser sails grant proposal
 - ii. Overall strategy
 - f. Other Boaties
 - i. Need organizer for cruise-out event – Kiki considering?
 - g. Live-aboards
 - h. Sailing – NYA keelboat regatta, sailing committee
 - i. Junior Sailing - Sale of hobie cat – postponed until spring
 - j. Merchandise – need to put general merchandise order in.
 - k. Building & maintenance
 - i. working bee 2 December.
 - ii. Gas work to be completed
 - iii. Kitchen electrical work to be organized'
 - iv. New Glasswasher installed
 - v. Plumbing repairs completed

- vi. Slipway and Wharf management plan was supposed to have been written within 3 months of completion of the slip. Barry will have his name on it. Barry says everything is being done correctly. Slip is being used often and there are 6 boats booked in the next 3 weeks Barry borrows a water blaster to clean off slim. He may need to look into buying one. Jay will email all with resource consent. Barry will need help with the resource consent. Kevin?

I. Tall Ships – see above

10. Open Positions / Roles

- a. Treasurer
- b. Permanent secretary: Sandra is stepping down at the SGM. If no one fills this position each of the committee members will take turns.
- c. Newsletter
- d. Membership
- e. Etc....

11. Coming Up

Sunday, 15 Oct – Annual prize giving David will do, difficult with getting prizes, Willis sails prizes good but none other.

Friday, 27 Oct – America's Cup Inside Scoop – Chris Hornell Talk and slide show 7pm

Saturday, 28 Oct – Kids Halloween Party – subsequent decision to not hold a party this year due to timing of Halloween.

Sat-Sun, 28-29 Oct – Keel Boat Regatta

Sunday, 5 Nov – Open Mic night Steve taken it back over

Saturday 11 Nov –Private Club Rental

Sat-Sun, 18/19 Nov – Cruise-out week end Kiki suggests Otehei Bay. Lunch, dinner or afternoon.

12. General Business

-
- Discussed need for someone good with advertising

Confirmed that these minutes are a correct record of the meeting.

Jay Howell

Commodore