



# COMMITTEE MEETING

## 9 July 2018

### MINUTES

**Meeting Commenced** at 1905 hrs.

**Present:** Jay Howell, Barry Newland, David Scoffham, Robert Adams, Tui Allen, Christine van Beurden, Trish van der Sande (bookkeeper)

Minutes taken by Jay Howell

1. Approval of Minutes
  - a. The Draft Minutes of the General Committee meeting dated 11 June 2018 were approved.
  - b. The Draft Minutes of the Special Committee meeting dated 9 July 2018 were approved.
2. Health and Safety – no health and safety matters were noted.
3. Financial Report
  - a. Audited Financial Statements – final draft copy circulated to committee members for consideration and approval. After brief discussion the committee unanimously approved the draft audited financial statements. These will be distributed to members in a newsletter once finalized.
  - b. Profit/loss for May (separate document). Key items to note include:
    - i. \$10.4k loss for month
    - ii. Bar and kitchen sales comparable to last year
    - iii. Bar and kitchen profits down due to higher costs
  - c. Loss includes annual insurance premium of \$5.7k, NRC slipway penalty of \$1k and \$1.5k wine restocking cost.
  - d. Loss includes NRC slipway penalty
  - e. Bank balances – 31 May (separate document)
    - i. Cash down \$13k due to \$10.4k loss noted above and \$2.7k net GST payments
  - f. Payments to approve circulated to committee members
  - g. A brief follow-up discussion of the Club insurance policy was held, noting plans to more proactively explore options next year.
  - h. Banking status – paperwork is in process to add Christine van Beurden as a signatory to our bank accounts.

The financial report and payments to approve were unanimously approved.

4. The committee further discussed the membership renewal process and draft renewal notice and invoices that are planned for distribution to members in August. The Commodore will prepare and send the renewal notices and the Secretary will maintain the membership records in conjunction with the bookkeeper.
5. Club Hire Applications
  - a. 6 October – Harry Lyon album release party - the committee agreed that this event should be a Club sponsored event as opposed to a private club hire and approved the event in concept. Particulars still need to be planned.
  - b. 13 October – 80<sup>th</sup> Birthday party club hire – more information is needed before proceeding.
6. Correspondence Report
  - a. E-mail from Andrew Riddell regarding lifting clubhouse
  - b. Correspondence with Opuia Cruising Club regarding race sponsorships
7. Sub-Committee Reports
  - a. Building & maintenance
    - i. Sewage Pump was replaced at an approximate cost of \$1100 plus installation. We will also undertake to install an overload switch to protect the pump from future failure. The holding tank has been cleaned out, and the Club should obtain maintenance clean-outs annually in the future.
    - ii. Light switch repair – Trish & Brent to follow up with this item
    - iii. Ladies toilet light needs replacing - Trish & Brent to follow up with this item
    - iv. It was reported that a new draft has been identified that might be better sealed.
    - v. An update on planning for lifting clubhouse was provided, including a recap of the recent meetings held to obtain member and community input. The building committee will be meeting with a building engineer on Tuesday to discuss technical considerations.
  - b. Slipway and dinghy dock
    - i. Trolley status – the Club should receive a quote for a replacement trolley later this week.
    - ii. It was reported that the Club is receiving a donation of pontoons that are suitable for use adjacent to slipway.
    - iii. NRC consent compliance and penalty assessment – these amounts were paid last month, and it is expected that the Club will receive reimbursement from a member for \$750 of the cost.
  - c. 2018-19 Calendar
    - i. Draft calendar – the Committee discussed the current draft of the calendar.
    - ii. Advertisements -
  - d. Winter Social / Events – discussed as listing in “Coming Up” below.
  - e. Tall ships – no items to report
  - f. Publicity – a mainsheet is planned for distribution later this week.

- g. Fundraising - Grant opportunities
    - 1. Slipway trolley – Pelorus application deadline 16 July. See separate special committee meeting minutes where the committee approved seeking grant funding f \$2,000.
  - h. Kitchen/Bar – no items to report
  - i. Live-aboards – the Club captain reported on some thievery that has been occurring around the club and bay. The committee agreed that the Commodore and Club Captain should take appropriate preventative steps.
  - j. Sailing / racing – no items to report
  - k. Junior Sailing – no items to report
  - l. Merchandise – no items to report
  - m. Other boaties – no items to report
8. Matters Arising Not Covered Elsewhere In Agenda
- a. Russell wharf town hall meeting – 5 July
  - b. Birdman Festival – the Club will sponsor dinghy races for kids that Saturday morning.

9. Coming Up

Saturday, 14 July	Birdman
Sunday, 15 July	Winter series race 2, noon start
Sunday, 15 July	Russell Ukulele Orchestra, 6pm
Friday, 3 August	Pizza Night
Sunday, 26 August	Poetry Night & Full Moon
Date to be set	Beyond the Known Seas, American Whaling in NZ Documentary
Date to be set	Orca talk by Ingrid Vasser
August-September	Interclub competition - details coming soon, start practicing!
????	Your event here!

Meeting adjourned at approx. 2130 hours.

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

*Jay Howell*

Commodore