



## COMMITTEE MEETING 8 October 2018

### Minutes

**Meeting Commenced** at 19.03 hrs.

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

**Apologies:** David Scoffham

#### 1. **Draft Minutes:**

1.1 Committee Meeting 10 September 2018:

The Draft Minutes were approved.

#### 2. **Health and Safety:**

2.1 Clubhouse – work still to be done on the foundations under the storeroom.

2.2 Regular users of the toilets and showers have commented that these are not as clean as they used to be. Jay will speak to relevant staff. Also some members have had problems getting the coin operated hot water to work. There is a delay before the water runs hot. However that is how it is supposed to work so the suggestion was made that a sign be put up next to the machine so that users know to expect a delay.

2.3 Annual water test to be done – this involves getting a sample of water from the kitchen tap in a clean jar and taking it to the water testers in Whangarei. Barry is due to go to Whangarei and will take care of this then.

- 2.4 Water level in the tank is starting to get low – may need a delivery if it doesn't rain in the next few days.
- 2.5 The Council will be doing a kitchen inspection over the next few months. The water inspection report (as per 2.3 above) is a necessary part of the inspection. In addition Jay is concerned about the particle board doors in the kitchen that have blown.

### 3. Financial Report

- 3.1 Profit and loss account for September was tabled in a separate document. Key items to note include:
  - (a) Membership income \$3.1k but now falling off and need to send reminders; trolley grant and private donation income of \$15k; album release party ticket income \$3k – will have approx \$2k in album release costs in October.
  - (b) There are still issues with the dishwasher – further repairs are required
  - (c) Bar/kitchen sales down somewhat from August, but still breaking even
- 3.2 Bank balance sheet was tabled in a separate document – it should be noted that balances include a significant amount of donations for specific purposes.
- 3.3 Payments to approve were tabled in a separate document.

The payments to approve were approved and the financial report was accepted.

### 4. Membership

- 4.1 

<b>Membership Count</b>	<b>Members</b>	<b>Memberships</b>
2017-18 final count	343	226
2018-19 subscriptions to date	247	158
2017-18 members not yet renewed	135	93
- 4.2 Reminder notices – Jay will organise an email to those members who have still to pay
- 4.3 Update on Member cards:

- the first batch were received 6 weeks after our request
- YNZ had a problem with the mailing addresses for the second batch
- third batch – should be received shortly
- there is a fourth batch nearly ready to go

#### 4.4 New member applications:

Flavio Bezerra and Maureen Brooke

Jonathan and Rachel Evans

Kerry and Mingo Steele

Denise Ellis

Proposed resolution that all of the abovenamed be approved as new members was passed.

### 5. **Club Hire Applications:**

- 5.1 St John's Christmas Party – 8 December, 80 people, RBC to cater food @ \$40 per head. Jay queried whether they had arranged music and ChristinevB to speak to Dianne about this (update – Christine spoke to Karenne Wilson who reported that they were going to a meeting on Wednesday and she would find out about the music then)
- 5.2 Marlene Carpenter - 80<sup>th</sup> birthday party, 120 people, Saturday 13 October.

### 6. **Correspondence Report (including oral comments/suggestions made at AGM):**

- 6.1 Jay has had email and verbal correspondence with Rickie at the Duke re: race sponsorship and it is confirmed that they will sponsor the Duke of Marlborough Cup for next year.
- 6.2 Minutes of slipway trolley meeting held on Monday 24 September were circulated by Tui and this item was to be discussed further on in the meeting.

## 7. Sub-committee reports

7.1 **2018-19 Calendar** – calendar printed and now in Whangarei to have holes punched but should be here on Tuesday. General discussion re: distribution of calendars to members and decision was made to leave behind bar for members to collect. Trish will distribute and post others.

7.2 **Calendar advertisers** -Trish to do billing for advertisers in liaison with Jay. This year's order was for 350 which is more than last year but with the idea to pass some over to real estate agents for sales packages for new residents.

### 7.3 Slipway and dinghy dock

- (a) Trolley update: After a turbulent few weeks we are back on track with Total Marine and the supply of the new trolley and ready to start construction. There are a few potential design modifications to discuss with Total Marine to make it lighter and more efficient. The Club is anxious to proceed asap as the old cradle limited in capacity due to safety concerns. In the meantime the current trolley and cradle will be used with Barry to make the call on a boat by boat basis with respect to load safety.
- (b) Some discussion took place amongst the committee members about the proposed design but finally Barry proposed a motion that we proceed with refining the trolley plans with Total Marine. The Committee delegated Jay, John, Barry and Lee to further consider trolley design considerations for purposes of finalizing the build plans with Total Marine. This motion was seconded by Robert and carried by the committee.
- (c) NRC annual reporting – in relation to the trolley we are required to report all activity for the past year to the Northern Regional Council. Barry has the necessary information and will supply this to John, who will prepare an electronic list ready for submission to NRC.

### 7.4 Social/Events: - refer to “coming up” below

- (a) Harry Lyon album release debrief - this was a big success and the club will make a reasonable amount of money on ticket sales.
- (b) Tui had been in touch with Ingrid Visser who is able to give her orca talk on Sunday 21 October at 5 pm – payment is by way of koha donation. Tui to talk to Ingrid about what she needs in the way of electronics.

## 7.5 **Building and maintenance**

- (a) Sewage pump repairs completed
- (b) Dishwasher repairs – ongoing
- (c) Misc electrical repairs – pending
- (d) Kitchen ventilation and modifications – pending
- (e) Update on planning for lifting clubhouse – discussion saved for matters arising section below.

## 7.6 **Tall ships:**

- (a) Bands – still considering. ChristinevB suggested that Tambo might like to have an audition on the open mic night – update: this didn't happen and the band is to convene and decide when they could do an audition.
- (b) Planning – Robert to contact ChristineH and Barry to assist. Planning meeting required, Tui also volunteered
- (c) Tent rental – still to be arranged.
- (d) Mussels – Committee consensus to try using commercial mussels this year. Needs to be discussed with hangi team.
- (e) Event safety plan – Trish commented that we already have one for purposes of the liquor plan, Robert to have a look
- (f) Gazebo – Adam Davies to be contacted to see if gazebo still available to borrow

## 7.7 **Publicity:**

- (a) Mainsheet – hopefully Jay will get on to that during the week
- (b) Web site – John reported still evolving

## 7.8 **Fundraising:**

- (a) Grant opportunities:
  - (i) Slipway trolley
  - (ii) Kitchen refrigeration unit – grant pending (see 7.9 (a) below)

- (iii) Youth sailing rib

## 7.9 **Kitchen/bar**

- (a) New bench refrigeration unit – approximate cost = \$3,000 + GST – waiting on grant application
- (b) Dishwasher repairs on going

7.10 **Live-aboards** – pretty quiet out there, few visitors turning up now

7.11 **Sailing/racing** – awards meeting coming up. The racing group handles that and they also get the trophies and cups engraved. The cost for this was \$1100 last year. Racing membership fees go towards the trophy engraving.

Andrew Riddell (who is on the racing committee) has asked that we approve a budget of approx \$1300 for trophy engraving. Jay proposed that we do approve this amount, Robert seconded and all in favour.

7.12 **Junior Sailing** – two new p class yachts are being made available for use by youth sailing by Karl Taylor. The Club will have a recruitment drive at the school in the near future

- (a) Donated Hobie – needs to be marketed and sold John and ChristinevB to organise photos and list it on Trademe
- (b) Program for upcoming summer season – we have Brett's junior sailing program in place that operates one day a week over summer.
- (c) New rib – still required
- (d) YNZ Have a Go program – this is probably held in December but the Club hasn't heard from them yet. YNZ looks after everything and the Club just supplies the rib and volunteers

7.13 **Merchandise** – query about selling on line. After discussion about what is involved to enable payment it was decided to carry on selling at the bar rather than on line

## 8. **Matters arising not covered elsewhere in agenda**

8.1 Tui had two motions to propose:

“That the minutes of each meeting be sent out to the committee within a week of each meeting. Then the committee are given three days to comment on the minutes. The minutes are then published on the website within one week of the committee accepting them as correct record. Thus, the minutes can be passed and published before the next meeting.”

- 8.2 It was noted that the committee had previously agreed in 2017 to post minutes to the website and this had historically been happening. However with revamping of website that is underway, and other changes, minutes have not been posted as regularly. After discussion it was reaffirmed that the minutes should go on to the website after they are approved at the subsequent committee meeting. Christinevb will send final minutes to John Seal for this purpose.
- 8.3 The second motion was:
- “That a drawing of the reclamation concept plan as suggested by Lee Sutherland be circulated to the club by email and/or posted on the website and/or displayed in the clubhouse to gauge the response from club members and that the membership be allowed to vote at the next AGM on whether they want to pursue the idea further.”
- 8.4 Discussion took place and it was decided that the concept plans for the lifting of the clubhouse were to be presented at the Special General Meeting in December. The reclamation could be another item for discussion at that meeting. However the committee was wary of introducing another area of discussion that could be a diversion from the main project. Any reclamation could be dealt with in years to come.
- 8.5 Jay and Robert to get together to put together Jay’s plans for the clubhouse which had not been included in the earlier meeting.
- 8.6 The agenda for the Special General Meeting in early December to be discussed at our next committee meeting.

The meeting closed at 22.40 hrs

Minutes taken by Christine van Beurden

## 9. Coming up

Saturday 6 October	Harry Lyon Album Release Party
Sunday 7 October	1 <sup>st</sup> weekend race – James Wright Scott Cup
Monday 8 October	Committee Meeting
Wed 10 Oct and Fri 12 Oct	Shane's days off
Sat 13 October	Private party – Marlene 80 <sup>th</sup> birthday
Sunday 14 October	Open mic night – moved from 7 Oct
Monday 15 Oct – 20 Oct	Commodore away for Coastal Classic
Sunday 21 Oct	Dr Ingrid Visser to give Orca talk at Clubhouse at 5 pm
Sunday 28 October	Epiglass Interclub Series – Opuia start
Monday 12 November	Committee meeting
Sunday 18 November	Nine-pin Bird Rock Race and prizegiving
Sat/Sun 24/25 Nov	Icebreaker Cruise-out
Saturday in November?	Private Boat Launch Party? - Bruce and Annabel
Saturday 8 December	St Johns Xmas party
Sunday 9 December	Special General Meeting

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

*Jay Howell*

Commodore