



HELFORD RIVER SAILING CLUB

Minutes of a General Committee Meeting held at the Clubhouse on
Monday 7th November 2016 at 1930 hrs.

Present

M. Buckley, C. Dudley, H. Ibotson, J. Bolitho, C. Hosken, P. Scannell, J. Lake,

Apologies

N. Gough, S. Brooks, N. Glossop, J.C. Skewes, P. Lethfead-Currie

It was determined that a quorum was present.

Minutes of Last Meeting

It was proposed by Mark Buckley and seconded by John Bolitho that the minutes of the last Committee meeting held on Monday 3rd October 2016 be adopted as a true and accurate record. All in favour.

1 – Rule change (Rule 14(f)) to accept a more comprehensive temporary membership and non-members launching small boats using the club facility.

Proposed by C. Hosken, seconded by C. Dudley.

Background to rule change: For some time the Committee has been looking at how the Club can increase membership and other revenues without raising the fees for annual membership. The driver for this discussion is that the Club needs to provide a viable business opportunity to the stewards who run the restaurant and bar facility. The profits at present do not create enough income for an attractive compensation and the Committee feels that the Club has to offer a wider commercial opportunity by attracting non-members and the general public to spend money at the restaurant, bar and launching facilities.

It was generally agreed that the idea has merit and be investigated in terms of licensing, insurance and policing. In the event that the feasibility is positive, a rule change be drafted by the next Committee meeting in time for presenting to the Members for inclusion at the AGM for voting on. The Honorary Treasurer to investigate. In the meantime, it was proposed that it be put to the membership at the club AGM that the Club open the restaurant and decking to the general public for the provision of coffee, lunches and teas as an additional revenue stream for the stewards. There would be restrictions to the times of availability to the public so as not to coincide with high activity periods.

2 – Modification of Club Bye-Law 15.

The meeting was advised that the Bye-Law 15 regarding use of the Club boats has been changed and the change recorded. A new register of persons authorised to use the Club boats has been created and a

log book and diary placed behind the bar. So far the uptake on this change has been favourable but the facility needs to be marketed and publicised more to Members.

3 – Postponement of office relocation and phase two of the development plan be voted for at AGM

Club funds remain healthy but any surplus for this part of the development has been used up in the modifications required by the first part of the development. It was proposed that this phase be postponed until club funds accumulate to a higher level.

Proposed by J. Lake – Seconded by H. Ibotson.

4. Sailing Club Manager.

It was brought to the Committee's attention that the Club has subscribed for a second year to this administration tool but it is not being used yet as a primary system for the Club administration. Officers of the Club are encouraged to become familiar with the system and any future administrator must be competent to use this system. A training session for the SCM will be arranged in the near future but for now there are improved tutorials online.

Commodore

Mark Buckley advised the general Committee of a management meeting held on Thursday 27th October where it was agreed to propose to the Committee that subscriptions be held the same as last year in recognition of the fact that Members had suffered inconvenience from the erratic bar and restaurant service through the season. The Committee agreed that subscriptions should be held at 2016 rates. The matter of temporary winter rates was discussed during the period of 1st October to 31st March for a reduced fee. This was generally agreed as a good idea and could lead to increased membership.

Proposed by C. Dudley to be put to the membership at the AGM

Seconded by C. Hosken

Mark Buckley advised that he thought that maintenance of the pontoon was too big a job for Club officials and proposed that professional maintenance service be carried out by the manufacturer's service staff at maximum a bi-annual period and possibly an annual basis. The pontoon will be serviced by Walcon's service engineers week beginning 6th November. The results of this inspection and service will determine the frequency required.

The changing room alterations and upgrades to shower facilities are moving ahead and decorators will be moving in shortly.

It was confirmed that our administrator, Penny McGovern, will be retiring in July 2017. The Club needed to start looking for a suitable replacement for Penny early in 2017 with a view to having a suitable overlap for transfer.

The date for the Annual General Meeting was set for Friday 20th January 2017.

Vice Commodore

Interviews have started for new stewards. There are five more couples to interview. Not all interviewees have run their own businesses so it was confirmed that any successful candidates must have this experience.

The Vice Commodore will be out of action for at least 10 days from 17th November. Her responsibilities for bar opening and closing will need to be covered by other Club officials during this

period. She will provide contact details for staff to Mark Buckley. There is a talk organised for 25th November. Louise will be sorting out pasties for this event.

The Committee was advised that our regular barman, Kevin Stegges, has tendered his resignation due to a back condition which will render him unfit for work for an unspecified period.

Rear Commodore Sailing

Window cleaning duplication has been sorted.

Ollie Hill is bringing in the racing marks as soon as the tides and weather allow.

Adult sailors have requested that a boat such as a Drascombe Lugger be added to the Club's fleet. It is felt that this would be a valuable addition to the Club's range of activities. The Wayfarer fleet would have to be re-structured (potential reduction by one).

Proposed by P. Scannell and seconded by J. Bolitho. All agreed.

Rear Commodore Amenities

John Bolitho reported a burst water pipe on the pontoon. This has been fixed.

The unexplained water leak into the office has been traced to leaking pipework in the hot water supply system. This has been fixed.

Weeds on the balcony decking need to be removed and the decking scrubbed.

Honorary Treasurer

Account Balances:

Current: £19,272.57

Scottish Widows Savings account - £63,708.77

The Club has some significant invoices coming up for payment by the end of November and it was felt prudent to curtail any spending until the modifications and upgrades to the shower facilities are completed. Once these items are completed, we can look at some expenditure on sailing related equipment.

Honorary Secretary

No report

Captain Yachts

Clive Dudley reported that he hoped to have two more keel boats racing next year.

Self start races have been very successful and orderly this year and it was felt that a Race Officer Rota was not required for the coming year.

Formal start time for next year's racing will be 1830 hrs.

Ladies' Helm will be a separate date from any other event.

It was generally felt that plasticised flyer invitations for Club events be placed into boats in the river to get round the lack of e-mail addresses that the Club has for its membership and other invitees.

Captain Dinghies

No report

Captain Moorings

No report

Captain Juniors

No report

Captain Social

Position vacant

Captain Safety Boats

There have been general minor repairs to safety boats.

Rebuilt the water pump for the FunYak.

We need to pay attention to the requirement to make sure the safety boat drivers act responsibly on the river in terms of navigation and boat care. A meeting at the start of the season with all safety boat drivers was recommended and will be scheduled.

All safety boat drivers need to have a valid First Aid certificate which is renewable every 3 years.

Captain Amenities

No report

POFSA Representative

No report

Membership

The following had applied for membership:

Mr. J. Davies MIS

Proposed by C. Dudley

Seconded by C. Hosken

All agreed.

Any Other Business

1. Christmas tree decorating – we will be having a tree in the clubhouse and Members will be invited to help with the decorating.
2. Clive Dudley raised concern at the consistently poor attendance level at general Committee Meetings with quorums only just being achieved. Attendance will be encouraged.
3. Club car stickers for windscreens to be bigger. This is in hand. Members need to be advised to stick these on the windscreen of their cars and not in hard to find spots.
4. It was brought to the Committee's attention by a safety consultant that the First Aid kit was behind a locked door when the bar was closed. This and a phone need to be accessible at all times. This will be addressed.

5. It was noted that clubhouse cleaning is not quite up to scratch at present and this will be brought to the cleaner's attention.

Date of Next Meeting

Monday 5th December 2016 at 1930 hrs.

There being no other business the meeting closed at 20.58 hrs.

SignatureCommodore

Date.....