

# Sussex Yacht Club

Minutes of house committee meeting held at Shoreham on February 12<sup>th</sup> 2015

	<p><b>Present :</b> Pat Hill, Brenda West, Sue Large, Neil Fraser-Betts, Giles Weston, Ian Bush, Andy Burrell</p>	
	<p><b>Apologies for absence:</b> None</p>	
	<p><b>Minutes of last meeting: Agreed.</b> <b>Matters arising:</b> <i>Matters Arising –previous minutes</i></p>	
	<p><b>Reports: Bar</b> <i>Tim Cork advised that the lights have been ordered for the River Room. Have arrived, awaiting installation.</i> <b>As we have not received an invoice and paid for these lights, they need to be re-ordered. Tim Leigh to sort the lights out please.</b> The bin area is still not working well for the bar area although it is a great improvement for the kitchen. <b>The recycling bins need to be locked so that members can't use them. Locks to be fitted and keys supplied to bar &amp; restaurant. Keys still required.</b>  Only comment in the Comment Book was a request for different beers. Thanks to Andy for researching beer options.  Bar prices to be reviewed in due course.  Wine coolers for single &amp; double bottles are required. Agreed.</p>	<p>TL</p> <p>TL/BC</p>
	<p><b>Franchisees Reports:</b> <b>Catering:</b> Applications pending for Manager who will need to work with both bar &amp; restaurant. Applications end 9am on February 16<sup>th</sup>. We want to supply a good service for the members benefit. This will be run by a separate Company.  Simon wants to be an employed chef. A job description will be written before he is employed.  Simon asked about the hot trolley. <i>Ongoing.</i>  <b>Catering: / Functions:.</b>  NYE:- <i>Good event.</i> Decided to book the same band for this year. Giles to contact and book.  Jan Sat 24<sup>th</sup> – Burns Night. Caller was good and it was a great evening. Following Burns Night it was reported that from a table of 11, seven people were ill. The seven concerned did not all have the same main course. They had a variety of the three options available. TL/SH reported it to the EHO who investigated. The people concerned had been in contact with someone who had been ill the day before, who had not attended the evening. It was not linked with the meals supplied at the Burns evening.</p>	<p>PH/LW</p> <p>GW</p>

	<p>Quiz Nights- Thurs Feb 19<sup>th</sup> Quiz Chair LW</p> <p>Mar 6<sup>th</sup> Club Night- OSCARS theme night with appropriate menu. Menu needed urgently. Three course menu agreed @ £15 per head. A decoration budget has also been agreed.</p> <p>Mar 15<sup>th</sup> Mothers Day. Menu and adverts required.</p> <p>Quiz Nights- Thurs Mar 19<sup>th</sup> Quiz Chair SL</p> <p>April 3<sup>rd</sup> Club Night (Good Friday) Menu required</p> <p>Quiz Nights- Thurs Apr 16<sup>th</sup> Quiz Chair TBA</p> <p>Andy asked if another Saturday function could be arranged. Agreed. Suggested he could contact Ben for theme and date.</p> <p><b>Private Function approvals:</b> Sat March 7<sup>th</sup> – Fundraiser for a Cancer charity. Room only. Sarah Parker organiser. FOC Sat May 2<sup>nd</sup> – Beach Dreams fundraiser. Room only. Sarah Parker organiser. FOC (Although we happily support these fundraising events, we must limit the number of free hires. Therefore these two are the only two to be Free of Charge for this year). March 21<sup>st</sup> – Wedding Anniversary July 18<sup>th</sup> – 40<sup>th</sup> Birthday Aug 15<sup>th</sup> – Wedding Aug 22<sup>nd</sup> – 60<sup>th</sup> One at Southwick.</p> <p>All private applications received have been approved.</p>	<p>SH/PH</p> <p>SH</p> <p>SH/PH</p>
	<p><b>Promotion</b> The 'A' boards for advertising are required for inside the club house. <i>Ongoing</i> Another suggestion is to have areas with chalk paint for use with coloured pens to show functions and bar offers. Pat will take this suggestion to Flags. <i>Progressing</i>.</p> <p>Merchandising needs to be displayed in the clubhouse &amp; on the Web site, instead of just a picture on the notice board. Is there an on-line shop for purchases? <i>This was mentioned at the AGM. SV has it in Hand.</i></p> <p>Electronic notice board to be kept up to date. This needs to be on all the time the bar is open, plus another hour for members to read as they leave.</p>	<p>TL</p> <p>PH</p> <p>SV</p> <p>JF</p>
	<p><b>Bar Refurbishments</b> Due to commence March 16<sup>th</sup>. Timetable of work is needed. Temporary bar to be by the trophy cabinet. Provision to be made for securing the spirits. Existing bar will be covered with polythene. The floor needs to be programmed in as well.</p>	
	<p><b>AOB</b> <i>At a recent Wake it was discovered that the Club does not have a DVD player. Agreed one was needed TC to ask Mark to source &amp; purchase. £60 budget. Purchased.</i> <b><i>Has TC supplied an invoice &amp; been paid for this. If not, order another DVD player.</i></b></p>	<p>PH to ask TL</p>

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