

Sussex Yacht Club

Minutes of house committee meeting held at Shoreham on December 8th 2015

	<p>Present : Pat Hill, Ian Bush, Brenda West, Neil Fraser-Betts. Giles Weston, Jon Edon</p>	
	<p>Apologies for absence: None</p>	
	<p>Minutes of last meeting: Agreed. Matters arising: <i>Matters Arising –previous minutes</i></p>	
	<p>Reports: Bar</p> <p>Stiletto Heels are an ongoing problem causing damage to the restaurant floor despite signs and the requirements being emphasized on booking forms. It is to be made clear to the person hiring the venue that anyone seen off the carpet in stiletto heels will mean that their deposit will be forfeited. <i>We are doing our best with emphasis on the booking forms. Additional notices needed in the Ladies toilets. Notice in Gents toilets is also required as a reminder not to wear dirty or works clothes in the bar/restaurant.</i></p> <p><u>Comments Book:-</u> Request for Fish & Chips on a Friday –noted</p> <p>Jon asked if it was possible to have a washing machine & tumble dryer for the restaurant linen. This would save laundry costs. Jon to supply current costs to Pat.</p>	<p>JF JF</p> <p>JE/PH ? PH/TL</p>
	<p>The bar facility at Southwick has been available on several occasions recently. The décor is looking tired and needs to be spruced up. Jon would like to see us promote it more for small family get togethers and perhaps for parents on youth nights. The rubbish facilities would need to be reviewed with wheelie bins kept in the lower storage area and being put out on collection day.</p> <p><u>Prices in the bar</u> Another price list to be available at the top of the stairs.</p> <p><u>Southwick/Shoreham Clubhouses.</u> The hiring fees and agreements need to be reviewed. A sliding scale of fees dependant on numbers was suggested. More attendees need more staff which could be covered on the extra fees. There would still be member's rates of hiring. Emphasise to be made of the stiletto/high heels requirements together with excess of rubbish following functions. Deposits are taken and should not be returned until confirmation from the steward that they are to be refunded.</p> <p>Review of costs for non-members. Need cost comparison of similar venues in the area.</p>	<p>PH to forward to BMC <i>On agenda</i></p> <p><i>Ongoing- list being reviewed</i></p> <p><i>Awaiting cost comparisons from Office</i></p>

	<p>Catering: / Functions: <u>Recent/Forthcoming Functions</u></p> <p>We need to unify our booking systems.</p> <p>It has been decided that on Club Nights and Sunday Lunches, anyone booking 10 people or more, pay a deposit of £5 per head. We had a group of 20 not turn up on Sunday when Jon had booked extra staff to cope with the extra people. Hopefully, this will act as an incentive for them to turn up or cancel in a timely manner. The deposit will be forfeit unless they give 48 notice of cancellation.</p> <p>Did the steak knives that Jacqui ordered arrive? If so, where are they?</p> <p>We have received some mixed reports about Sunday lunches.</p> <p>Sat November 14th – Prizegiving. DJ as last year. Evening went very well.</p> <p>Dec 4th Club night;- 75 ate.</p> <p>Dec 19th Christmas Party ;- Advertising & publicity required. £15 per head.</p> <p>Dec 24th Carols & buffet.</p> <p>NYE URGENT Menus needed to promote, 3 course, silver service. Ticket costs £35. Live music. Advertising & publicity required. Can we please get some A3 posters up for New Years Eve. I know that there are a couple but we need to get this in people’s faces. Also, if Jacqui could laminate a dozen A5 flyers we can put them on the little easels on the tables etc. Also a supply of A3 flyers for distribution around the place. Jon will have a menu shortly as we need to advertise the food as well.</p> <p>2016 Jan 8th Club night menus needed. <u>Super raffle.</u> Advertising & publicity required</p> <p>Thursday January 21st – Quiz night We are going to run a quiz on 21st January. £6.50 for quiz and food, £1.50 for quiz only. Can we please make sure it goes on website and in the wind.</p> <p>Thursday February 18th – Quiz night Thursday March 17th – Quiz night</p>	<p>JE/Office</p> <p>JE/JF</p> <p>JF</p> <p>JE</p> <p>JF</p> <p>JE/JF</p> <p>JE/JF</p>
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	<p><u>Bar Refurbishments & Bar Furniture</u></p> <p>Steve wants the coat hooks up in the corner next to the Trophy cabinet asap. I understand that they are at the Club so can Jez do this as a priority.</p> <p>Sounds centre/cubby hole needs new doors as it is out of keeping with bar. <i>Close up completely and make access to sound centre from the storage cupboard on bar side.</i> I think Jez also has the cubby hole in the bar on his worklist. Do we know when he is likely to get to it.</p> <p>Also the CD player has stopped working. We are borrowing one from NFB at the moment. New one will be required when cupboard is changed.</p> <p>Blackout blinds to north windows – quote required <i>for blinds to be supplied & fitted.</i></p> <p>Prices for trophy cabinets & picture frames to be obtained. Meeting to be arranged with Dave Golding.</p> <p>Can we get some quotes to cover the corner seat in the bar with some kind of leather to match the chairs?</p>	<p>Jez</p> <p>Ongoing JE</p> <p>Office</p> <p>JE to obtain costs</p> <p><i>On order.</i></p> <p>IB</p> <p>TL/Office</p>
	<p><u>Pictures & Décor in dining room.</u> Ongoing by sub-committee.</p> <p>Three pictures have been hung in the restaurant.</p> <p>Advertise for members to donate photos of their or other member's yachts (with owners consent). The club would have the photos enlarged, framed and hung in the restaurant. Pictures would be rotated. Ownership rights to belong to the club. Adverts needed urgently on the website and ITW. Response ASAP – Jan so we can have some in situ by AGM.</p>	<p>IB/GW/NFB</p> <p>Office ITW/Website</p>
	<p><u>Furniture for the dining room.</u> Link for the new tables to be forwarded to Ian/Jon for comment. Looking at options for the round tables.</p> <p>Chairs & tables being stored downstairs at the moment.</p>	<p>PH/IB/JE ongoing</p>
	<p><u>Weather Station</u> BMC have a weather station. House to liaise with Dave Ramus re location. Have we got the weather station that Malcolm Threadgold was donating? If so, where is it?</p>	<p>Office</p>

	<p>AOB Joining packs need to be behind the bar. <i>Items supplied are just a group of leaflets. Needs to be a prestigious pack.</i> At flags we did ask that some kind of temporary joining pack be provided to the bar but nothing appears to have been done. Can we cobble something together as best we can until this is sorted out properly.</p>	. Office
	<p>Date of next meeting: Tuesday 12th January 2016 @ 1900</p>	