

RATIFIED

SUSSEX YACHT CLUB

MINUTES OF THE MEETING OF THE MAIN COMMITTEE

HELD MONDAY 21st FEBRUARY 2011

Present:

A Saunders	Commodore, Meeting Chair
David Ramus	Vice Commodore & Hon. Treasurer
D Skinner	Rear Commodore, Chair Moorings & Maintenance Cttee
C West	Rear Commodore, Chair House Cttee
J Pryke	Director, Captain, Dinghy Section
M Mayall	Director, Publicity
K Headon	Director, Training Principal
L Woodhams	Director, Sailing Section Captain
K Phelps	Director, Safety Boat Manager
D Lee	Director, Chair, BSAC
Di Saunders	Director
M Twell	Director
D McSwein	Director
B Watkins	Director
Pat Hill	Director
G Roberts	Director
T Leigh	Ex-officio, Secretary
Jacqui Flood	Ex-officio, Minute Secretary

Apologies: None

Absent: None

What: Action to be completed

Who: Person assigned to complete the Action

When: Deadline; date by which the Action is to be completed by assignee

Status: Ongoing, On Hold, Over Due, Complete

The Commodore welcomed all to the meeting. He advised that there was an extensive agenda and he would appreciate only "one meeting" being held. He reminded all that what was discussed at Committee should be kept within the meeting until the minutes were published.

	WHAT	WHO	WHEN	STATUS
270	ONLINE SHOP			
	DL advised the meeting that he believed the way forward for the Club was to have the ability to sell items via the Club's website and to that effect Steve Vyse, the Club's website developer, had been invited to the meeting to discuss possibilities.			
	Steve Vyse stated that there were three areas that he had been looking at; Training, Social and Shopping, ie. Regalia etc. Steve gave a demonstration of a dummy website and payment, through PayPal, system he had set up and for which he was seeking additional funds of some £600 to proceed and finish.			
	After the demonstration, Steve asked for questions. DSki enquired as to what would be the advantages and savings for the Club to have the system. Steve replied that most people nowadays expected to be able to purchase and pay for items online and the Club would benefit by being able to sell 24/7, especially helpful for those who cannot contact the Office during its opening hours. Steve believed this would generate more revenue if the purchasing process was simpler and more convenient for the buyer.			
	Members would be able to receive any Member discounts by entering their unique membership number at the point of purchase.			
	LW enquired as to whether the requested amount would include fees for			

	testing, training and future development. Steve advised that any testing and training would be conducted by himself and that he did not charge the Club for his time. The monies were required to cover, at cost, his staff.			
	MM reminded the meeting that at this time it was being asked to vote to approve the release of requested funds.			
	TL enquired that if a non-Member were to “get lucky” and guess a Membership number, would they get the discount? Steve replied that it was not that simple and other information would need to be known.			
	DL proposed that Steve Vyse finish the work on the online shop for the figure asked.			
	Proposed: DL 2 nd : DR Carried Unanimously			
	Steve Vyse was thanked for his time and he left the meeting.			
271	MINUTES OF PREVIOUS MEETING			
	No issues with accuracy.			
	Proposed: DSau 2 nd : JP Carried Unanimously			
272	MATTERS ARISING			
	272.1 260.2 Membership Matters			
	JF informed the meeting that she had drawn up a list of attendees to the last two New Members’ Evenings. It was suggested that this be handed to Miles in order that these Members be contacted to discuss their views so far.			
	After discussion it was agreed that Miles would produce a template of questions which would be distributed to a number of Directors who would each receive details of some of the attendees to contact.	MM/ All	asap	Ongoing
	272.2 263 Club Development Plan			
	Commodore advised that he was still waiting to hear from Derek Copeman on this item and would bring to Committee once received. This item had therefore been removed from tonight’s agenda. KH commented that the lack of progress in this matter was hampering him receiving funding.	Commo dore	asap	Ongoing
	272.3 265 Pigeon Cull			
	Commodore asked Moorings & Maintenance to review this item.	DSki	asap	Ongoing
273	AGM MATTERS			
	TL reminded all that the minutes of the AGM distributed were for information only and not for approval. Commodore stated that he believed all matters arising had been adequately answered at the AGM. All agreed.			
274	SUB COMMITTEES			
	Commodore advised that he had asked all Sub Committee Chairs to provide the Board details of their Committee’s objectives.			
	Commodore stated that he was now conducting Flag Officer Meetings every two weeks on a Wednesday in order that the Flag Officers are kept up to date with all relevant day to day matters.			
	Chris West advised that the House Committee were producing clear documentation for the hiring of the Club’s premises. They were also encouraging the Caterer to sign his contract and to get both franchisees to jointly promote events. Their next challenge was to improve membership numbers.			
	David Skinner informed the meeting that the Moorings and Maintenance			

	committee were meeting this week and would be setting objectives then.			
	Commodore advised that the Buildings Maintenance Committee would be chaired by himself, unless there was ever a point of conflict of interest. The Committee's objectives were to look after the maintenance of both clubhouses.			
	Dave Ramus stated that the Finance Committee would meet soon to discuss budgets.			
	Laurence Woodhams advised that his committee's objectives were to encourage racing, rallying and pottering around on boats. They had set a goal of getting more yachts competing in racing and rallying, with more Members on them.			
	John Pryke stated that his committee met on the first Wednesday of the month and was also attended by Training and Powerboats.			
	David Skinner advised that the Sailability Committee had a new set up and would be meeting. It is an objective of the committee to be more integrated with the Club.			
	Miles Mayall informed the meeting that the Publicity Committee met as and when, Miles also asked if any Director had interest in joining his committee or had suggestions for events / publicity as these were always welcome.			
275	MEMBERSHIP MATTERS			
	275.1 New Members' Listing			
	List read through. Vote taken on one new Member.			
	Proposed: DSKI 2 nd : CW Carried Unanimously			
	Approval sought for ex-Probationary Members.			
	Proposed: DL 2 nd : DR Carried Unanimously			
	The list of non-renewed memberships was read. Comment made on the large number of Cadets. KP commented that one person on the list advised him that he did not visit the Club very often but had been advised he did not qualify for Country Membership and that was why he was not renewing. Discussion was held and it was felt that a precedent could be set if this person was allowed discretionary Country Membership.			
	275.2 Removal of Proposer & Seconder for New Applicants			
	TL stated that this was somewhat of an iniquitous system which acted as a barrier for those who wished to apply for membership but did not know any Members. TL advised that if the removal was agreed, the Club Rules would have to be amended.			
	DSKI suggested that the Proposer and Seconder section be removed and replaced with something like "Members Known to You" or "Where Did You Hear of Us". DMCs commented that if there were any problems with a Probationary Member that was what the Probationary period was for.			
	Proposed: Commodore Carried Unanimously			
276	CLUB DEVELOPMENT PLAN			
	Covered earlier. Not discussed at this meeting.			
277	FINANCE MATTERS			
	277.1 Funds Release – Race Marks			
	LW asked for any questions arising from the previously circulated paper			

	outlining the requirement for an additional race mark. BW enquired whether the expenditure (£2,500) was in budget. TL advised that £2,000 was the budget so an additional £500 over budget was being requested. DSki asked whether No 5 mark was still on station and was advised that it was not. LW confirmed that the new mark was in addition to Ambex not replacing it. DSki commented that there were two sitting in the shed. LW confirmed that the new one was a very different specification.	LW	asap	Ongoing
	Proposed: LW 2 nd : BW Carried Unanimously			
	277.2 Funds Release – Safety Boat			
	KP advised he was asking for funds for replacement boat for the R5. He stated that the figure sought was over the capex budget as a new engine was sought. TL asked, given the difficulty BSAC had with their recent purchase, whether a contingency had been set if the boat arrived damaged or there were any other problems? KP advised that a pre-delivery inspection could be made if required. LW enquired as to what the R5 was currently used for? KP stated that it was the only vessel that could go out in serious sea conditions and was used for safety boat duties and training. The replacement was long overdue, the R5 having been in service for some twenty seven years.	KP	asap	Ongoing
	Proposed: KP 2 nd : DL Carried Unanimously			
278	BAD DEBT			
	TL advised the meeting that a £20,000 provision was put aside for bad debts in the 2009/10 accounts. In this year's accounts there will be a credit of some 50% of a bad debt budgeted in last year's accounts as the boat has been sold. TL also advised that another vessel is currently being sold on Ebay.			
279	RULE BOOK			
	TL advised that following the agreement at the AGM to change the Articles of Association there was a need to update the rule book. TL was working on an initial draft with a small group of non-Board Members in order that it could be brought back to the Board. TL to bring back to the board when ready.	TL		Ongoing
280	STAFFING			
	TL informed the meeting that two new members of staff had been recruited and had started their employment. Paula Fox is the new admin assistant in the Office and Peter Ivers will be working alongside the Boatswains dealing with maintenance/cleaning. Both working two mornings per week.			
281	CORRESPONDENCE			
	TL advised that he had received letters of thanks for Honorary Membership from the following; Jack Voss, June Masters, Tony and Ann Payne, Anne Thayre and Edith Pidoux.			
	Commodore advised the meeting that if anyone has a discussion item, this must go on the agenda and not under "AOB". TL advised the new Directors that the agenda is prepared on the Wednesday/Thursday before the meeting from whatever is sent to the Office. On the Thursday this is put together and sent to the Commodore for his approval. The final agenda is distributed on the Friday. To save disappointment, TL advised that any agenda items should be with him on the Wednesday before the meeting together with any supporting documentation (all by email please).			
282	ANY OTHER BUSINESS			
	282.1 Footbridge			
	DSki asked that the Club monitor the progress with the new footbridge and he believed the new structure could encroach on dinghy sailing water and the Club's West Gate. He was also concerned with possible obstruction to the West Slip. Commodore stated that there currently are no plans drawn but the Club was monitoring the situation. BW informed the meeting that a			

	meeting of the Beach Residents was to be held to discuss the footbridge and he would be attending.			
	282.2 Sailing Moorings			
	LW commented that there was a requirement from very active boats for moorings. He asked TL what the process was to obtain a Sailing Mooring. TL advised that anyone wishing a sailing mooring firstly had to be on the Mooring's Waiting List, which he held. When a mooring becomes vacant, the list is reviewed and he advises Moorings & Maintenance Committee of those eligible for the mooring and the Committee make the decision as to who should be allocated the mooring.			
	LW asked if there were anything he could do as Sailing Captain to help an application? LW and DSki to speak outside of the meeting.	LW/DSki	asap	Ongoing
	282.2 Lady of the Lake			
	MT stated that the owner of the above vessel advised him that he was very happy with the service and charges received from the Club. The Board passed their thanks to the Boatswains.			
	282.3 Insurance for Volunteers			
	KH asked if TL could confirm the status of the above regarding Sailability. TL advised that after discussions with the Club's insurers, it was decided that the best way to proceed would be for Sailability to have a "Volunteer Group Membership", with limited access to the Club and its facilities. This has been arranged and a Group set up. It was agreed that Sailability would pay for one full membership to cover all Volunteers. KH asked whether there was a limit to the number of Volunteers. TL advised that a figure had been agreed with Sailability but would have to be reviewed should the number of Volunteers increase dramatically.			
	282.4 Start Time of Meeting			
	A request was received asking for consideration to start the Board Meetings earlier, at 1930 hours. After discussion it was agreed, although the majority of members could start at 1930, because all could not, there would be no change. The Commodore asked for a show of hands.			
	For: 9 Against: 4 Abstained: 2			
	282.5 SYC Weather Station on the Web			
	KP commented that this site has not been updated. JF confirmed that she was waiting delivery of a replacement lead and once received the site would be up to date.	JF	asap	Ongoing
	282.6 Wording on Office Shutters			
	KP stated that he did not approve of the wording on the new Office shutters. He felt that it was unwelcoming. Commodore asked House Committee to review and report back.	CW	asap	Ongoing
	282.7 Commodore's Opening Comments			
	KP advised that he did not believe the Members should not know what was said at the Board meetings, as they were entitled to attend. All agreed the Membership had the right to be kept informed of the Board's decisions but this should be in a structured way and not by means of reported speech, as this may be inaccurate. LW commented that he would not be able to speak freely if he knew his words would be, possibly inaccurately, reproduced.			
	282.8 Wavelength Deadline			
	MM advised that the deadline for articles for the next edition of Wavelength was April 15 th .	All	15/4/11	Ongoing
	282.9 Recognition Award			
	Commodore advised that KP had suggested an additional award be made to recognise a special contribution to the Club. This award would be open to all Members and would be awarded in addition to the Percy Ludgate			

	Trophy. The proposed award would not preclude serving Directors as the Ludgate Trophy does. It was agreed that this was a discussion item and would be put on March's agenda.	KP	16/3/11	Ongoing
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There being no further business, the meeting closed at 2210 hours.

Date of Next Meeting: Monday 21st March, 2000 hours.

I agree the above to be a true summary of the meeting.
