

RATIFIED

SUSSEX YACHT CLUB

MINUTES OF THE MEETING OF THE MAIN COMMITTEE

HELD MONDAY 16<sup>th</sup> MAY 2011

**Present:**

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

**Apologies:**

David Ramus	Vice Commodore & Hon. Treasurer
J Pryke	Director, Captain, Dinghy Section
D McSwein	Director
M Mayall	Director, Publicity

**Absent:**

*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*

	WHAT	WHO	WHEN	STATUS
<b>308</b>	<b>MINUTES OF LAST MEETING</b>			
	Agreed true summary of the meeting.			
	Proposed: DSki 2 <sup>nd</sup> : GR Carried Unanimously			
<b>309</b>	<b>MATTERS ARISING</b>			
<b>309.1</b>	<b>295.1 – Pigeon Cull</b>			
	DSki confirmed that he had not progressed any further with an alternative and the problem has been referred to a pest control specialist.			
<b>309.2</b>	<b>295.8 – Ladder for New Piles</b>			
	GR advised that the ladders were being fitted on 17 <sup>th</sup> May.			Closed
<b>309.3</b>	<b>295.10 – Sign on Wall</b>			
	TL confirmed that this was in hand.	TL	Asap	Ongoing
<b>309.4</b>	<b>295.11 – Online Shop</b>			
	Steve Vyse will be visiting this after the Royal Escape Race. TL to monitor.	TL	July	Ongoing
<b>309.5</b>	<b>295.12 – Heating at Shoreham</b>			
	TL advised that the motor had been removed to be rewound. A new controller will also be installed when motor comes back			
<b>309.6</b>	<b>298 – Mooring Extension at Southwick</b>			
	DSki confirmed that he had yet to distribute the requested paperwork to support his proposal for the mooring extension.	DSki	Asap	Ongoing

	<b>WHAT</b>		<b>WHO</b>	<b>WHEN</b>	<b>STATUS</b>
<b>310</b>	<b>BUDGETS 2011/12</b>				
	TL confirmed that figures had been emailed to Directors. He asked that all review all figures (not just their own) before 2 <sup>nd</sup> June, when the Finance Committee meets. TL also advised that a further saving of 5% was required and asked all to see where they could make this saving. If savings are not made "voluntarily", the Finance Committee will make the decision for the budget holders.		All	2 <sup>nd</sup> June	Ongoing
	LW commented that budgets had been set based on the Club obtaining its income budget and believed all should have contingencies should this figure not be reached. GR asked whether the figures quoted for 2011/12 would be given. TL advised that they were the figures asked for and not necessary will be given.				
<b>311</b>	<b>FUNDS RELEASE</b>				
	<b>311.1</b>	<b>RIB Trailer – Keith Phelps</b>			
		KP advised that he was looking for £850 for a trailer for the new RIB. He had sourced one from the same company the RIB has been purchased from at a good deal. The amount was within budget but he was yet unaware of the VAT implications on the purchase.			
		Proposed: KP 2 <sup>nd</sup> : DL Carried Unanimously			
	<b>311.2</b>	<b>New Balcony Flooring – Bernie Watkins</b>			
		BW advised he was seeking £14,000 to replace the balcony flooring. There was £20,000 in the 2011/12 budget and he had received a quote for £12,500 to remove the existing covering, ply decking and a Ruberoid membrane with promenade tiles on top. BW included a £1,500 contingency in the request. BW stated that the current roof was leaking in three places and if left would cause major damage in the future.			
		CW asked whether the figure included the railings? BW confirmed it did not and that he would be meeting with another contractor to discuss this later.			
		TL asked BW to advise the Meeting the rationale behind replacing the flooring. BW advised that the current roof was leaking. The tiles currently laid are made of asbestos and are coming up and the new system was guaranteed for 20 years. TL asked whether the current brackets would be used. BW confirmed that any future railings would use the current bracket system.			
		Proposed: BW 2 <sup>nd</sup> : CW Carried Unanimously			
	<b>311.3</b>	<b>Purchase of Buoyancy Aids – Kevin Headon</b>			
		KH asked for £450 to purchase 20 lifejackets (at ½ price), which he intended to sell (at cost) on to the Family & Cadet participants and reimburse the club. LW asked how long would it take to recoup the money? KH advised that it should be returned by the end of July			
		Proposed: KH 2 <sup>nd</sup> : MT Carried Unanimously			
	<b>311.4</b>	<b>Permission to Sell Assets – Kevin Headon</b>			
		KH advised that he wished to sell the Bahias in order to rotate and buy new craft. He wanted to sell in the next two months and would then possibly ask for release of funds to purchase new craft. LW asked what the differential would be between the selling and purchasing prices. KH believed between £1,200 and £1,800 per vessel.			
		Proposed: KH 2 <sup>nd</sup> : DL Carried Unanimously			

	<b>WHAT</b>	<b>WHO</b>	<b>WHEN</b>	<b>STATUS</b>
<b>11.5</b>	<b>Request for Legal Fees – Southwick Mooring Extension</b>			
	DSki stated he was seeking up to £500 for legal fees in order that the Club could progress with the searches on the land for which ownership is in dispute. He advised the meeting that the Port did not wish to make any searches and would be happy for the Club to take possession of the disputed land and they would transfer ownership if required. It was vital this part of the work be carried out immediately, so as not to delay future work.			
	Proposed: DSki 2 <sup>nd</sup> : LW Carried Unanimously			
<b>312</b>	<b>MEMBERSHIP MATTERS</b>			
	The Commodore noted the unfortunate passing of Michael Moore. Condolences were offered to his wife and family.			
<b>312.1</b>	<b>New Members Listing</b>			
	List read through.			
	Proposed: PH 2 <sup>nd</sup> : DSki Carried Unanimously			
<b>312.1</b>	<b>New Members' Evening – Report</b>			
	Commodore advised that the evening was a success and the food excellent. It was commented that the next Evening would be a larger event, because of intake from Open Day and it was suggested that the initial part of the evening be held in the Royal Escape Room and moved upstairs for the social element. This will be discussed further once numbers attending are known.			
<b>313</b>	<b>CLUB DEVELOPMENT PLAN</b>			
	TL confirmed that following input from KH/KP/LW more content had been added to Derek Copeman's draft. After discussion it was agreed that the document was general poorly written and the Commodore stated he would review the literary aspects.	Commodore	Asap	Ongoing
<b>314</b>	<b>FRANCHISE NEGOTIATIONS</b>			
	CW advised the meeting of the outcome of meetings with both franchisees. The details of these meetings are held in the confidential minutes.			
<b>315</b>	<b>SHOREHAM PORT BYE-LAWS</b>			
	TL confirmed that all had received a copy of the proposed headings for the new Port Bye-laws. LW stated that the Club should make a proper response to each statement. Commodore advised that only 4 of the 17 headings affected the Club. LW was concerned that unless the Club made representation now the Club's views would not be taken in to consideration when the Bye-laws are drafted.			
	TL advised that the Harbour Master had distributed the communication in order for the Club to make representation and be heard by the Port.			
	LW asked whether it would be possible to meet with the Port. TL asked for comments on the headings from the Board no later than the end of May and suggested that a meeting be arranged with the Port before the Open Day (4 <sup>th</sup> June).	All	31 <sup>st</sup> May	Ongoing
	TL to arrange meeting with Harbour Master and LW.	TL	Asap	Ongoing
<b>316</b>	<b>Correspondence</b>			
<b>316.1</b>	<b>Letter to Commodore from Mike Large</b>			
	TL advised the meeting that Mike and Sue Large were two of the six people he asked to help when the Articles were recently reviewed, which they did. Following this, he asked whether they would be prepared to assist with the updating of the Rule Book, which was required following the changes required to the Articles			

	<b>WHAT</b>	<b>WHO</b>	<b>WHEN</b>	<b>STATUS</b>
	to bring in line with the New Companies Act. Initially both agreed to help. Mike then had a change of mind and wrote to the Commodore, and to the Secretary separately, outlining his reasons for doing so. Letter was read out.			
	Commodore stated that he would be replying to Mike's letter.	Commodore	Asap	Ongoing
<b>316.2</b>	<b>Letter to Chris West from Chris Langmaid</b>			
	Chris Langmaid wrote to CW on 22 <sup>nd</sup> April regarding the quality of the Catering at the Club, which he was very disappointed with. He wrote again on 8 <sup>th</sup> May and TL read this letter to the Meeting. CW confirmed he had drafted a reply to the second letter.	CW	Asap	Ongoing
	GR commented that the Restaurant was the cornerstone of the club. LW stated that he had had both good and bad experiences. DL asked whether a single franchisee could be a way forward. DSki confirmed this did happen in the past but was not a success.			
	PH stated that she believed Directors should lead by example as they could not expect the Members to use a facility that they themselves did not use.			
<b>317</b>	<b>ANY OTHER BUSINESS</b>			
<b>317.1</b>	<b>Paperwork</b>			
	CW stated there was too much printing required for Board meetings. TL advised that not all papers sent require printing, if any. They are papers sent to support agenda items. Email was being used to avoid printing paper unnecessarily.			
<b>317.2</b>	<b>Sussex Regatta</b>			
	LW thanked all who helped make the Regatta a great success. If there was any feedback it should be put to Tim Cork and Terry Kinch, particularly regarding the use of Southwick facilities.			
<b>317.3</b>	<b>Paddle Round the Pier</b>			
	DL asked whether there was any news regarding marketing monies for Paddle Round the Pier and the Open Day. KP advised that a stand had not yet been booked. TL advised that the monies agreed were for Paddle Round the Pier only but it was believed that material could be used for Open Day as well.			
	TL confirmed he would email Miles and ask for an update.	TL	Immed	Ongoing
<b>317.4</b>	<b>Hove Lagoon Watersports</b>			
	TL advised that he and KP (on behalf of Training) would be meeting with Hove Lagoon Watersports who wish to discuss the possibility of mutual training, membership and layup for their fleet. Agreed positive step.			
<b>317.5</b>	<b>Rule Book</b>			
	TL advised that the updating may be complete in time for June's meeting and will be distributed prior to the meeting. Any comments to TL via email.	All	Before 27/6	Ongoing

The next meeting will be held on **Monday 27<sup>th</sup> June**

There being no further business, the meeting closed at 2226.

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

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