

DRAFT

**SUSSEX YACHT CLUB
MINUTES OF THE MEETING OF THE MAIN COMMITTEE
HELD MONDAY 22nd DECEMBER 2014**

Present:

D Ramus	Commodore
S Vyse	Vice Commodore, Chair Publicity & New Members
Pat Hill	Rear Commodore, Chair, House Committee
L Woodhams	Rear Commodore, Hon. Treasurer
T Cork	Director, Sailing Section Captain
D Golding	Director, Buildings Maintenance Committee
N Fraser-Betts	Director, House Committee
K Headon	Director, Training Principal
M Naldrett	Director, Chair BSAC Committee
J Pryke	Director, Past Chair, Dinghy Committee
G Roberts	Director, Moorings & Maintenance Committee
M Rummery	Director, Moorings & Maintenance Committee
D Skinner	Director, Moorings & Maintenance Committee
A Weber	Director, Safety Boat Manager
G Weston	Director, House Committee
T Leigh	Ex-officio, Secretary
Paula Fox	Ex-officio, Minute Secretary
Steve Popple	Chair, Dinghy Committee, Director Elect
Neil Prescott	Director Elect

Apologies:

T Kinch	Rear Commodore, Chair Moorings & Maintenance
Hazel Arnold	Director, Rally Secretary

Absent:

Dave Lee	Editor, Wavelength, Director Elect
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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

		WHO	WHEN	STATUS
815	MINUTES OF LAST MEETING 24th November 2014			
	Agreed as true summary of the meeting.			
	Proposed: Commodore			Carried unanimously
816	MATTERS ARISING			
816.1	803.2 Club Rule Pertaining to Sailing Moorings			
	To be discussed at January meeting	TK/TC/D JSKI	Jan	January
816.2	803.3 University Sailing Membership			
	TC advised that a list of 20 members had been sent to the office for an invoice to be raised. TL advised that he was not aware of this and requested TC to send again.	TC	Asap	Ongoing

- 816.3 803.5 Parking in front of Dinghies**
 In TK's absence to be discussed at January meeting. TK Jan Ongoing
- 816.4 803.6 Member for Non-Member Charging rate**
 In TK's absence to be discussed at January meeting TK Jan Ongoing
- 816.5 803.7 Lift out rate for Large Vessels**
 In TK's absence to be discussed at January meeting. TK Jan Ongoing
- 816.7 Southwick Dilapidation Update**
 TL advised that a report had been distributed, all agreed that they had read the report and had no further questions. TL Ongoing
- 816.8 Partridge Legacy Update**
 Dski advised that he had discussed the idea of a new oak back door and plaque with Jim & Catherine Partridge who had agreed. Suppliers had been found and work is in hand.
- 816.9 3D Scanning Surveys of SYC**
 In TK's absence to be discussed at January meeting TK Jan Ongoing
- 816.10 Wavelength Update**
 SV advised that the latest issue is not yet ready as there is not enough material and would be pushed until end Jan, details have been passed to DL as new editor. AGM material has gone out by post. SV Asap January

817 FUNDS RELEASE REQUESTS

DR advised that no funds requests will be considered for release unless the request is made through the agenda with relevant paperwork, unless a genuine emergency.

817.1 Electrical Improvements to 1st Floor

DR advised that a report and two quotations for the work had been distributed prior to the meeting. LW questioned whether the certification and insurance for these two companies had been checked, what warranty there would be on the work, whether quotes were like for like and whether BMC had any preference. DR confirmed that both were highly qualified electricians but a preference was with Philip Marchant, whose quote was some £540 cheaper than DH. LW asked if Adur Electrics were asked to quote, DR confirmed that they were asked but declined. AW suggested that lights should be dimmable in all areas, TC agreed, including behind the bar. TC asked whether fire breaks are included and which contractor would be responsible for them. TL advised that upon TK's return he will bring a proposal to January meeting, the electrician would not be responsible for the fire breaks. DG asked if Phillip Marchant would have any problem with the time scale, DR said it would be no problem for him.

Proposal for release of funds up to £7,000

Proposed: DR 2nd: JP Carried Unanimously

817.2 Ceiling Repair Work following electrical work

LW stated that this excludes fire barrier, MR suggested it would make sense to use fire rated board. LW stated that he would like to see quotes for the work, TL said he would check with TK for available quotations. LW said that fire problem was with the edge and not the ceiling so shouldn't impact on the ceiling repair work. DR said that we need to get quotes from TK asap. JP suggested we release funds subject to quotations.

Proposal for release of £5,400

Proposed: DR 2nd: SV Carried Unanimously

817.3 Travel Hoist Parts

TL advised that a report had been distributed detailing the required work on the hoist. This is budgeted scheduled maintenance and we have no alternative but to get the parts from Wise. LW stated that the hoist cannot be out of action so repair should be done asap. TL confirmed that the work should be able to be done in one day barring any unforeseen problems.

Proposal for release of funds £3,000

Proposed: TK (by proxy) 2nd: DSki Carried Unanimously

817.4 Wintering Work at Southwick

DG reported that survey had been done and identified urgent matters that need fixing. LW suggested consultation with experts prior to work being commenced.

Proposal for release of funds £5,000

Proposed: DG 2nd: MR Carried Unanimously

818 BAR / CATERING FRANCHISE

818.1 IN-HOUSE OR FRANCHISEE

PH advised that the board had previously debated whether the way forward is in-house or franchisee, this needed to be decided tonight.

DSki stated that the previous vote was In-house and he felt that the club had lost control of the restaurant with many bookings for other organisation and car parking problems that this brings.

PH stated that additional functions were necessary to sustain the facilities. GR stated that car parking would be a problem whether in house or franchisee but in-house being a big investment and risk for the club. PH disagreed with the risk stating that if it didn't work it could be changed after 6-8 months, but wanted the best for members.

AW mentioned that a recent breakfast in the restaurant ended up very expensive while other local establishments with in-house

catering are better value and quality for both food and drink.

SV asked if in-house would impact on our VAT status, PH advised that the club would set up a wholly owned subsidiary with its own VAT registration and be a trading arm of the club with no impact on the clubs VAT status. Any profit made can be gifted to SYC tax free.

TC stated that in the previous vote no figures were shown so it should be discounted, the club does have control over functions as PH has to sign off every booking.

MET currently make 33% net margin due to low process and customer numbers, all accounts are audited and MET has the buying power to negotiate very competitive pricing from suppliers.

SV also reminded TC that on many occasions the bar is full for functions etc and these will compensate for quiet periods.

TC stated that in the first 7 months turnover was 56.5k, approx. 100k per year. PH stated that the catering side was slightly over this figure.

LW mentioned that the approximate gross margin in the drink trade was 67%.

TC stated that the total wage taken by the three persons is less than 25k and in the last 3 months TC has not taken a wage. There is opportunity to develop the bar through MET with their economies of scale.

SV stated that if a single franchise the club would only see a fixed income per year and not any additional income in house would generate.

TC stated that he was happy to agree a profit share scheme with the club. SV stated that turnover share would be preferable but TC preference of profit share.

MR commented that as the club are spending a lot of funds on enhancing the bar and restaurant, some return on the investment could be expected.

TC mentioned that if bar goes in house there is a possibility of the club losing 50K in the first year and 20k in the second year. SV stated that those figures are TC's opinion and differ from numbers from committee. PH spoke to 3 publicans who came up with the figures and cannot guarantee good results either way but a decision has to be made.

SV stated that it is a gamble whichever way we vote, we will see income of 6k with the franchise but a possibility of 23k per year in house surplus.

AW asked if any possible bar manager had been identified, that the efforts of MET in the bar had been good and an employed bar manager may not work.

NP stated that it is an uncomfortable situation with TC. In house

would be transparent and enable the club to make a decision on success very quickly, which may not be possible with a franchise. Financial records would be accurate and could be used to gauge future strategy.

PH suggested that thought should be about the short term situation, it could take 3-4 months to complete the process. Met had agreed to cover until the end of Feb, Simon until end April.

GW stated that MET had done an excellent job in the bar.

TC left the room at 22.12 hrs

PH stated that the situation will be brought up at the AGM whichever way the vote goes, some will say it is the wrong decision and there is the possibility it would be overturned.

SV asked if the board was happy to leave the cover of the bar to the committee without bringing it back to the board.

DR stated that the main concern is the bad feeling if asked MET to stay on but there is no reason for them to stay on.

Proposal for In House Catering & Bar

Proposed: GW 2nd: PH Motion was carried (voting details were contained in a confidential minute at the request of the Commodore)

818.2 Proposal for MET til end Feb and pay losses or Agency Manager

At the request of the Commodore, this minute is contained in the confidential minutes of the meeting

818.3 Release of Funds for Bar Stock & Bar Cover £10,000

At the request of the Commodore, this minute is contained in the confidential minutes of the meeting

819 COMMENTS BOOK

PH advised that there were no new comments in the book.

820 MEMBERSHIP MATTERS

TL advised that Stewart Masters' wife passed away this morning, a wake is planned at the club for 2nd January.

SV expressed concern over the fall in members this month but was assured Jacqui was producing detailed stats for January meeting

821 CORRESPONDENCE

821.1 Keith Chittenden, thank you letter from Southwick Berth Holders Association.

821.2 Barbara Runnells got as far as the semi finalis in the Old Pulteney Maritime Heroes Award

822 ANY OTHER BUSINESS

822.1 Compressor

MN asked if any progress since meeting with LW earlier in the month. LW confirmed that he was reviewing draft minutes and when all parties were happy would report back to commodore.

822.2 West Entrance Release Mechanism

SV advised that the west entrance door release mechanism has not been working correctly. TL advised that Door Entry had been in last week to fix it. SV stated that it is unacceptable for it not to be working and if Door Entry can't fix it the office should get another company in to fix it.

822.3 Youth Team Calendar

SV asked people to please buy calendars to support the Youth team, available in bar and office.

822.4 In The Wind

TL advised that Jacqui had passed information to SV to send out ITW. TC to confirm who will be speaking in the lecture series.

822.5 Contact from CNV

TL advised that Hazel has been contacted by CNV who are keen to work with SYC for a Youth Exchange Programme. For fundraising possibilities it is good to have a liaison with a foreign Yacht Club. Kevin & Hazel to contact CNV to show our support.

822.6 NYE Tickets

GM asked all to promote NYE tickets.

814 DATE OF NEXT MEETING

Monday 19th January 2015. 2000 hours, Shoreham Clubhouse.

There being no further business the meeting closed at 22:40

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

