

## Main Committee Meeting – Monday 18<sup>th</sup> April 2016 - Summary of Actions

Item No	Item	Who	When	Status
1019.2	Volunteer Directory	TL	May	Ongoing
1019.3	Staff Group Membership	LW	May	Ongoing
1019.5	Fixtures Card, start 2017 fixtures	SV	Immediate	Ongoing
1019.5	Fixtures Card, compile letter and send	SV	Immediate	Ongoing
1019.6	Sections Constitutions, Discuss way forward	LW, GW and SV	May	Ongoing
1020	AGM, items for discussion next meeting	TL	May	Ongoing
1022.1	House, Speak with Jon Edon	IB	Immediate	
1022.3	House, Asbestos	TL	Immediate	
1022.5	House, Cancelled Quiz Night	SV	Immediate	
1023.1	MMC, spaces	TL	Immediate	
1023.1	MMC, In the Wind	Office	Immediate	
1023.1	MMC, Disposal	SV	Immediate	
1024.2	BMC, Southwick Water Leak	TL	Immediate	
1024.3	BMC, Shoreham changing rooms	TL	Immediate	
1024.3	BMC, Outside Training Room	TK	May	
1033.2	AOB, Twitten door	TL	Immediate	

**DRAFT**

### SUSSEX YACHT CLUB MINUTES OF THE MEETING OF THE MAIN COMMITTEE HELD MONDAY, 18<sup>th</sup> April 2016

**The meeting commenced at: 20.03 hours**

**Present:**

S Vyse	Commodore, Chair Publicity & New Members
T Kinch	Vice Commodore, Chair M&M and BMC Committees
G Weston	Rear Commodore, House Committee
L Woodhams	Rear Commodore, Hon. Treasurer
K Headon	Rear Commodore, Training Principal
D Golding	Director, Buildings Maintenance Committee
G Roberts	Director, Moorings & Maintenance Committee
D Skinner	Director, Moorings & Maintenance Committee
N Prescott	Director, Moorings & Maintenance Committee
D Terry	Director, Sailability Committee
K Knight	Director, Safety Boat Manager
T Leigh	Ex-officio, Secretary
J Bignell	Ex-officio, Assistant Secretary

**Apologies:**

A Macey	Director, House Committee
J Pryke	Director, Dinghy Section Captain
T Cork	Director, Sailing Section Captain
H Foster	Director, House Committee
I Bush	Director, Chair, House Committee
M Rummery	Director, Moorings & Maintenance Committee

Number Item

**MINUTES OF PREVIOUS MEETING**

- 1018** All agreed true summary.  
Proposed: Commodore; Carried: 10 Abstention: 1 (GW)

**1019 MATTERS ARISING**

Action Points from Minutes of last meeting.

1019.1 Race Results PC

New pc has now been purchased. Action now closed.

1019.2 Volunteer Directory

TL to undertake by May.

**Action: TL**

1019.3 Staff Group Membership

LW reported an anomaly has been found regarding employment contracts with staff. This will be resolved and findings presented at next meeting.

**Action: LW**

1019.4 CASC Status

LW reported we are retaining CASC status for another year. Membership forms to be adjusted and accurate records of events to be kept. Action completed.

1019.5 Fixtures Card

SV reported they have been printed and discussion was held regarding whether they will be posted out now or sent out with Wavelength. LW reported that the additional posting would be very costly at £500 - £600. Discussion ensued about the possibility that Wavelength delay having knock on effect with fixture card also.

Vote was held for posting out Fixtures now with letter: Favour: 7 Against: 2 Abstention 2.

**Action: SV to start 2017 fixtures now.**

**Action: SV to compile letter and TL to request Mavis and friends to assist office in sending out.**

1019.6 Section Constitutions Drafts

LW investigated other clubs with a view to looking at providing a constitution for our Diving and Sailing Sections first. Some clubs have been very specific using a club constitution rather than section and LW feels section constitutions may well not work for SYC. SV stated that he still feels we need to regularise matters with an elected head for sections. In the past elections have been held in section meetings but this is now considered incorrect and TK feels this must change for the future. DT felt that a nominated head of section, who has been agreed by the board and would need to be re-appointed each year, would be responsible to report to the board. Section AGMs in September will appoint someone through ballot or show of hands, having undertaken previous protocol for nomination. It was suggested that someone put forward to be Section leader would at the same time get a Director nomination form in, and if not successful they could simply withdraw. However, it is not a requirement to be a Director of the Club in order to lead a Section, although if someone wishes to run a budget they need to be a Director or have someone to manage their budget for them. TL reminded the Board that the Constitutions section was initially looked at because of the Diving Section and not to discuss election of Section Heads.

**Action: LW, GW and SV to discuss a way forward.**

**1020 AGM**

Minutes of the AGM have now been checked and updated based on the recording of the meeting. SV asked if the Board wish to have anything else added to the Matters Arising list. It was agreed that it is

satisfactory. TL will raise items for discussion on next meeting's agenda. LW stated that finance items will be discussed by Finance Committee, and the other items will come back to the main meeting.

**Action: TL**

## 1021 FINANCE

LW reported that the half year results are published and a pro-forma has been issued for next year's budget requirements. Questions were invited about half year figures but none were raised. Membership income is slightly down; yard income will probably even out over year; and money allocated for Southwick mooring replacement will not be used this year. The general operating position of the Club is we produce circa £25,000 - £75,000 operating surplus to spend on projects or accrue to save. LW invited any proposed changes for purchasing procedures to be considered before Finance Committee.

## 1022 HOUSE

### 1022.1 General Report

TL read email from Ian Bush:

There are no comments in book.

IB received verbal feedback on last couple of events and the food was considered not up to standard.

**Action: IB to speak with Jon Edon.**

### 1022.2 Decorating at Shoreham.

The noticeboards are ready to go up. The dark blue doors are to be changed back to light blue. Photos have been sent to framers and some are ready to be put up.

Burgees from Southwick are with IB for the restaurant and any leftovers will go back to Southwick using similar flagstaff's and holders.

### 1022.3 Southwick

A decision will be made about which current photos to put up, and new ones will be available from the photo competition.

LW requested that nothing be put up at Southwick until BMC approve because of asbestos containing materials disturbing the walls.

**Action: TL to advise IB.**

KH asked that noticeboards be put up at Southwick for Family section before start of season in May. GW advised that the next House Meeting in May is at Southwick and they will consider this then.

1022.4 Photographic competition entries are still coming in. A local artist has been asked to judge them. Deadline may be extended by a couple of weeks so all photos may be displayed somewhere.

1022.5 GW confirmed that the quiz night on Thursday 21<sup>st</sup> April has been cancelled by House Committee but this has not been advertised. DT to advise Sailability as they had shown interest in attending.

**Action: SV will update website.**

## 1023 MOORINGS & MAINTENANCE COMMITTEE

### 1023.1 General Report

TK reported that the Beachmaster attended last meeting and is now working with the boatswains and preparing clearance of the dinghy park. The gates are now virtually complete and barrier and gates will be in operation next week. Markers for slipway are nearly complete. Next big project will be Southwick pontoons. DS has carried out a review of Southwick moorings. LW asked if we are at 100% occupancy, TL confirmed there are two gaps, one for 9m boat and the other less than 7'4" beam.

LW paid tribute to the tidiness of the yard and condition of the safety boats and wished to thank the boatswains for their hard work and an excellent job.

TK confirmed that anything left after 4 weeks of notification to remove will be disposed of, but with no financial gain. KH raised the point that people don't expect the season to start until May and one person had their tally located inside the boat and it was missed. TL will request Ed to check again and decision to dispose will be made after 10<sup>th</sup> May.

**Action: Office to put 4 weeks' notification in 'In the Wind'.**

KH asked if a note regarding disposal can be put in with the Fixtures letter.

**Action: SV to incorporate into letter.**

#### 1023.2 Southwick Electricity Charges Proposal

TK confirmed that Metermacs will shortly go live in Shoreham. Installation of charging system at Southwick was discussed and will be dealt with after pontoons. A disparity was raised between Southwick and Shoreham sites at the meeting on 21<sup>st</sup> March. A proposal was suggested of using metered leads at Southwick. LW felt the £5,500 cost for these leads would be a waste of money. Discussion ensued on use of metered lead versus approximating estimation of cost. It was generally felt that the approximating estimated costs are too high and disproportionate. TL confirmed that the estimate was formulated on 20 boats and there are currently 25 boats using electricity at Southwick.

NP felt this should have been discussed further in MMC and not yet brought to the main board. TK agreed, apologised and stated his desire was to get this resolved. It was considered the proposed solution seems to be another unfair system. This will be taken to MMC for further discussion. LW requested that in light of discussion the proposal at Southwick should be withdrawn. Finance Committee will discuss this further. It was agreed that no delay should be allowed in starting Metermacs. It was noted that six Board members (NP, GR, DS, SV, KH, LW) all have vested interest and use the electricity.

### 1024 BUILDINGS MAINTENANCE COMMITTEE

#### 1024.1 General Report

TK reported there are now regular meetings and redecoration is being dealt with. There are no major projects other than Southwick window repairs. Redecorations are ongoing at Shoreham. Change of colour scheme has delayed completion. Various tiles are lifting in the corridor and a tiling contractor will be asked to deal with repairs.

Most Southwick work has been completed.

#### 1024.2 Southwick Water Leak – Funds Release

DG reported that the kitchen window at Southwick has had a leak. Sloping roof is rendered over solid wall and has cracks in rendering. The water runs off main roof, down sloping wall, through cracks and into kitchen. Builder has quoted and it will require scaffolding. £670 + £500 for scaffold. This is an extra expenditure. LW stated we are over budget having budgeted £10,000 for remedial works and costs and spent £5,500 so far on remedial work and decorations. However, it is important to protect the integrity of building and save the kitchen work that has already been done.

Vote for work to be undertaken with a proposed cost of £1,300. Proposed DG, seconded by TK. Favour: Unanimous.

**Action: TL check whether Listed Building consent is required for render works.**

#### 1024.3 Additional items

Changing rooms in Shoreham – KH is concerned that people are changing in inappropriate places.

**Action: TL to request Jon Edon to clear the changing room area (The Folly).**

DT asked for the outside training room to be decorated.

**Action: TL to add to list for BMC to discuss.**

**1025 SAILING SECTION**

Tim Cork was not present and no report was received.

**1026 DINGHY SECTION**

John Pryke was not present and no report was received.

**1027 TRAINING/YOUTH**

1027.1 General Report

KH said that courses are running although numbers are a little low. Powerboat courses are running with local clubs attending. Feedback has been positive and they are recommending members to come here. Family & Cadets starts in May and will be busy. Slight alteration to guidelines; now required attendance is 3 times every 9 months rather than 12 months. Junior team and youth teams have been training and doing National Schools Regatta in Norfolk. They have purchased a catamaran and have lots of volunteers.

**1028 SAILABILITY**

DT reported that the Sailability season has started and is looking very positive. Sailability have ordered a second RS which will be fitted out to their requirements. The existing RS is still with them to change over to twin rudder and other modifications. Both sonars are out of the water to be repaired. DT is now a qualified Disability Awareness Instructor and will get the Club registered as a Disability Awareness Centre. We can charge a fee for outsiders to cover costs to administer, but it is a volunteer instructor position.

**1029 SOUTHWICK SAILING THROUGH HISTORY**

1029.1 General Report

DS reported we are still awaiting news of grant application. DS asked Treasurer to monitor expenditure of £13,000. Once he has news will go to SPA and chase local MP for support.

**1030 PUBLICITY AND MEMBERS**

1030.1 General Report

SV stated there is not a lot happening at the moment to report upon.

1030.2 New Members Listing

Vote to accept new members: Unanimous.

1030.3 Open Day – 13<sup>th</sup> August 2016

Ann Macey and Helen Foster will help SV to plan and organise. It will be a structured day with presentation at specific time with Q&A. Sections will show what they can do separately with tables and own specific information. It was hoped that this way volunteers will only be needed for a short time.

SV requested a funds release of £2,000 which includes pop ups, posters, material to dress room, and items will also be used for Beach Dreams. This will also include a portaloo and fuel for paddle round the pier.

1030.4 Paddle Round the Pier

We will have a 10m square pitch free for which we will send a safety boat and provide the fuel. The cost to the Club to be at the event will be about £400 plus the hire of a marquee, hire of portaloo, totalling about £600.

DS said that he does not think the market is there and previously only one person signed up. SV said a report showed that the failing was an inability to get people to commit and pay at the time.

SV stated we have to increase membership and large crowd present at this event is a good opportunity.

Show of hands to continue Paddle Round the Pier: Favour 10; Against 1.  
SV proposed funds release. TK seconded. Vote approved: Unanimous.

1030.5 Wavelengths update

SV reported that the Editor is still working on it. It is unlikely to be ready in April and will probably go to press in May.

**1031 125 COMMITTEE**

1031.1 General Report

The marquee deposit is now paid. The forms have gone to the Council requesting beach designation and the risk assessment has also been submitted.

**1032 CORRESPONDENCE**

1032.1 None

**1033 ANY OTHER BUSINESS**

1033.1 Riverfest - This item was agreed by the Board to be a confidential discussion as it relates to an individual. The minutes are held in the Office.

1033.2 Any other business

LW requested that all budget holders use a spreadsheet when completing.

GW stated that the twitten door is getting scratched and damaged. DS stated it is inevitable as the spring is quite efficient, however it was noted that some scratches are deep.

**Action: TL to Add to Jez's list. DG is happy to advise.**

SV reported an idea raised by Mark Sharp to have an SYC owned and coded boat here for people to try out before purchasing a yacht. This then raised the idea of practical training and having training skippers come here which would also elevate us on the RYA website and therefore get more exposure for the Club. The idea of Sailability getting involved was raised and suggested that they may be prepared to invest in new facilities. This would also increase Club PR exposure. Discussion ensued about this being a positive facility rather than 'sailing on the cheap'.

TK asked about access proposals to the boat, and practical maintenance costs and availability when chartering out to different users. These things need to be factored into costs.

Demand for the boat was questioned, whether it is proven, and if people will pay the suggested rates. The question of mooring was also raised.

It was felt a lot more detail is required. LW did not feel the costs in the paper were accurate enough and were erring on the low side. It was decided that more detail and a proper business plan are required.

**Date of Next Meeting:** Monday 16<sup>th</sup> May 2016

There being no further business, the meeting closed at: 22.32.

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

---

---

---

---

