

Summary of Actions from Board Meeting on Monday, 19th September 2016

Item No	Item	Who	When	Status
1076.1	Volunteer Directory	SV	October	Ongoing
1076.2	Staff Group Membership	LW	October	Ongoing
1076.3	Fixtures 2017	IB/SV	October	Ongoing
1076.4	Section Constitution Drafts	SV	October	Ongoing
1076.5	House/ JE reassessment	GW	Feb 2017	Ongoing
1076.6	Staff handbook	LW	October	Ongoing
1076.9	Arun YC reimbursement for meal	SV	Immediate	
1079.1	Trip Hazard	TL	Immediate	
1082.2	New Members Listing/ John Norman	TL	Immediate	
1082.2	Confidential Note – note to be put on file	TL	Immediate	
1083.2	Diving Section/ CW Compressor Shed	TL	Immediate	
1084.1	Correspondence/John Good	TL	Immediate	
1085.1	AOB/Reinstate Section Reports	TL	Immediate	

DRAFT

SUSSEX YACHT CLUB MINUTES OF THE MEETING OF THE MAIN COMMITTEE HELD MONDAY, 19th September 2016 at 20.00 hours

The meeting commenced at: 20.01 hours

Present:

S Vyse	Commodore, Chair Publicity & New Members
T Kinch	Vice Commodore, Chair M&M and BMC Committees
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
I Bush	Director, Chair, House Committee
T Leigh	Ex-officio, Secretary
J Bignell	Ex-officio, Assistant Secretary

Apologies:

G Weston	Rear Commodore, House Committee
H Foster	Director, House Committee
K Knight	Director, Safety Boat Manager
L Woodhams	Rear Commodore, Hon. Treasurer
A Macey	Director, House Committee

Absent:

J Pryke	Director, Dinghy Section Captain
T Cork	Director, Sailing Section Captain

Resigned: M Rummery

Number Item

MINUTES OF PREVIOUS MEETING

1075 All agreed true summary.

Proposed: Commodore: Carried: 8; Abstention (absent) 1 (TK)

1076 MATTERS ARISING

1076.1 Volunteer Directory

SV reported that as soon as the directory is prepared it will be put on the website. Currently there is some confusion about which volunteers are from which section. Once it is available there will be encouragement to apply for the various openings available, including directorships.

Action: SV

Discussion ensued about the imminent requirement for Flags to stand down and re-stand for election if they wish. A third of the Directors have to rotate and with two Directors having already resigned or stated their intention to stand down (Marco Rummery and John Pryke), Graham Roberts and Tim Cork, as the two longest standing Directors, will be required to stand down. TL requested that if any other Directors wish to stand down voluntarily it would be helpful to know that sooner rather than later.

1076.2 Staff Group Membership

LW absent.

Action: LW to report in October.

1076.3 Fixtures 2017

SV requested all Sections provide their fixtures and events lists and he will update the provisional fixtures list on the website. IB will look into House events and advise. SV advised JE has been requested to compile a meal plan for each of the Club Nights in advance, and also consider theme events to be publicised.

Action: IB and SV

1076.4 Section Constitutions Drafts

SV will report back next month.

Action: SV

1076.5 House

Barco Committee is now set up and have held two meetings. Problems have been identified and steps are being taken to resolve these. SV and GW spoke to Jon about being proactive rather than reactive. Main Committee to reassess the situation in 6 months.

Action: GW February 2017

1076.6 Staff Handbook

The staff handbook for bar staff is still not resolved. LW absent and this matter is carried over to October.

Action: LW

1076.7 Slipway scanning

No sign of imminent collapse and with other changes on site this will be left to see what happens with the future development. On MMC task list. Action closed.

1076.9 Lifejackets

SV reported that he understands that the lifejackets we have currently are acceptable.

Sailing Section report received from Dave Ramus, copy provided.

Arun YC subsidised the meal at the Littlehampton Race and SV proposes that he will use his Commodore budget to repay.

Action: SV

1076.10 Letter of Complaint

SV gave a verbal response and the matter is now closed.

1077 MARCO RUMMERY

1077.1 MR resigned after the July Board meeting for personal reasons.

1078 CLUB GENERAL MEETING

1053.1 Clubhouse Future

TK reported a group has met and Tony Curtis will chair the non-executive oversight committee and hold complete control about who sits on the committee. The working committee has been divided into two working groups. GR, NP and GW are working on developing a full working brief for the site plan. LW and David Terry are working on goodwill and political side to help planning processes going through. Awaiting LEP meeting outcome on 23rd September. Flood team have suggested how valuations should commence, SYC have not yet responded as not entirely happy with suggested methodology.

1079 HOUSE

1079.1 Comments Book

A comment stated that someone tripped coming in through the main door. The right hand front side of the mat in the recess is raised. SV requested that TL looks and considers remedial works.

Action: TL

1080 BARCO – FUNDING SHORTFALL AT Y/E

1080.1 GW provided a paper proposing a fund release. IB stated we have been running with too many staff and LW considers this will make Barco £12k - £14k in debt at year end. JE is now doing the staff rotas and LW believes that August has shown a significant improvement financially largely due to the new rotas and associated reduced staffing levels. Discussion ensued about the options given in the report.

DG felt a request to make a decision was premature as no accurate stock take has been done, no revised budget and no revised business plan. He questioned how to vote on the options without information. DS supported DG's concerns.

TK feels there are only two real immediate choices, either to continue the Barco or to dissolve. To dissolve will not benefit the club which means it is necessary to continue financing the shortfall. The accounting principles however are not accurate for this kind of business as they don't show any contribution towards overheads. Franchise would introduce a franchise fee but currently we have an unmeasured expenditure as we are unable to account for the costs of running the operation other than stock and staff. TK proposed to continue to support in short term until more details are apparent and then a true comparison between franchise and in-house can be seen. A true representation of running costs currently is not available.

IB stated in addition that Alan had not submitted any invoices for his salary for 6 months. TK commented that this represents poor management.

TK suggested instead that an interim measure be put in place rather than vote on the proposal now and questioned whether the afternoon uptake is sufficient to warrant continuation of session opening.

A vote was taken for the ongoing financial support for Barco until a progress report is considered at the November Board meeting with audited accounts due in November.

Proposed by SV and seconded by TK

Carried: Unanimous

CONFIDENTIAL minute redacted

DS spoke about a previous incident where the major problem was stock taking and suggested JE be overseen during stock taking. TL stated this is not done on a monthly stock take. LW has instructed JE to undertake the stock take as errors have previously been noted when it was done by another staff member.

It was noted that the till is still not doing the whole job it was envisaged. A problem exists which does not allow the club to speak to the manufacturer direct due to the licence, but our supplier is not providing us with the cards we require to differentiate between members and non-members purchases. JE has another contact he is investigating.

1081 MOORINGS AND MAINTENANCE

1081.1 Tarmount Hard update

TK reported the MMO licence for proposed works has now been received and objections that led to delay on the licence have been overturned. Another EA licence is required which is currently being dealt with and is ongoing. A proposed start date from WN Developments is awaited.

The experience gained from Tarmount Hard will be useful taking forward regarding the future of the clubhouse. With the experience of the EA throwing up problems and not interacting with other agencies we will not sign anything now until everything is agreed.

Expected time scale for using Tarmount Hard to put a boat on is hoped to be within 6 months although WN Developments are actually driving things time wise. A piling machine arrived onsite last week but no work can be done before the EA licence arrives.

1081.2 Funds Release Proposal

TK reported that a new bucket is required for the JCB. This was crumpled whilst working on Tarmount Hard. Cheap buckets are not a good idea in a marine environment. Prices for hardened steel buckets are in the report. MMC request a funds release of £770, inclusive of VAT and delivery, for an original JCB bucket with full warranty.

Proposed: TK; Seconded: GR

Carried: Unanimous

1082 PUBLICITY AND MEMBERS

1082.1 2017 – Fixtures

SV dealt with previously.

1082.2 New Members Listing

A large number of new members was noted and it was explained that new members in July list were not previously considered by the Board due to Asst Secretary injury. TL confirmed however that those members had been included in the invitation to the EGM on 3rd September.

Discussion was held about NAMs and how many members joined after Riverfest and open day. NAMs was not offered and although 12 people requested membership forms, these only converted to 6 applications at the most. SV proposed NAMs be reinstated with same subscription profile as before with immediate effect.

Proposed: SV; Seconded: N/A

Carried: Unanimous

TL advised that John Norman has died and is not on the list. He died in late August and will be retrospectively added to list.

Action: TL

CONFIDENTIAL minute redacted

A complaint was received from Edward Pascoe advising of his resignation from SYC and stating the club is unfriendly to new members and Wavelength does not come out very often. SV believed this was unjust as he personally is in the Clubhouse every Friday and Mr Pascoe could have contacted him at any time to consider issues rather than simply leaving. No further action was considered necessary.

The adoption of the New Members List was carried unanimously.

1082.3 Wavelength update

SV confirmed Wavelength has gone to the printers and the proof is awaited.

1082.4 Wavelength (email from HA to LW)

HA wants more Wavelength editions each year and feels it would be better if only one edition is going to be produced each year that it is announced as such. SV responded we want 2 editions next year and 3 editions the next. DS stated it is the only contact that country members have with the club and it is important it is produced.

1083 SYC DIVE SECTION

1083.1 Update

TK and SV have spoken with both parties and it seems clear that the two camps of divers are unable to work together and have no interest in doing so. A new compressor shed will be required with the new clubhouse and this has to be justified in some way.

TK reiterated that the Board sent the sections away and asked for joint proposal but both sides have failed to resolve the issues. The Board want a dive section and now need to decide the way forward, whether to enter into discussions with BSAC and ignore the alternative commercial proposition?

BSAC is an amateur club for amateurs and fits better with the yacht club ethos. Currently there are 12 members. With the new clubhouse being considered it is necessary to know whether to integrate the dive section and compressor room.

A proposal was made that an approach be made to BSAC requesting their integration proposal.

Proposed: Commodore

Carried: 8

Against: 0

Abstain: 1 (NP)

1083.2 Chris West Compressor Shed and BSAC

An email of complaint has been received from Chris West because he is charged for the use of the compressor room and BSAC are not. TK feels he is an individual member who chooses to rent space, but BSAC have a historic status with the club. The two are different and separate.

Chris West enjoys club member rates for running his business. He chooses to keep his boat here and he chooses to rent compressor room space.

Action: TL to draft a response to CW saying two scenarios are not comparable.

1084 CORRESPONDENCE

1084.1 TL reported he has been contacted by John Good, yachting journalist who supplies discount on boat show tickets. IPC are keen to get much closer to core sailing through yacht clubs and would like to invite yacht clubs on Thursday, 22nd September to meet at the boat show where

closer integration between magazines and clubs could be discussed. TL will respond that TK may attend but at this short notice this cannot be guaranteed.

Action: TL to contact John Good

- 1084.2 SV saw picture of Oracle boat behind bar from Dave Lee and SV requested of Sir Ben Ainslie a replacement from BAR. Two signed photographs have been received and will be put up once framed.

CONFIDENTIAL minute redacted

1085 ANY OTHER BUSINESS

- 1085.1 A request was made by KH to reinstate Section Reports for next meeting.

Action: TL

- 1085.2 TL requested the return of Director Disclosure forms quickly in time for the audit.

- 1085.3 IB asked if the Wailers can wear fancy dress for the NYE event. Commodore decided that a choice be offered for all members of either black tie or pirate costume.

- 1085.4 SV requested that we get NYE on the website and In the Wind and tickets go on sale as soon as possible. It was confirmed that there are currently approximately 40 spaces reserved.

- 1085.5 DS presented a Sailing through History update. The start up grant of £13,000 has been received and interviews have taken place for consultants. Stuart Newman is doing a business plan and Nicole Ayton (Consulting) is preparing a report. DS will be on page 3 of Shoreham Herald this week. Meeting has been arranged with Shoreham Port Authority to introduce consultants. The first application to Heritage Lottery must be in by January 2017. The sub committee have a meeting arranged on 27th September to meet Stuart and Nicole. There is now signage around both buildings to show that we are supported by Heritage Lottery. This is a requirement of Heritage Lottery.

- 1085.6 Race Officer duties are being notified and organised between the office and Sailing Section.

Date of Next Meeting: Monday 24th October 2016

There being no further business, the meeting closed at 21.40 hours.

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

