



CHANONRY SAILING CLUB COMMITTEE MEETING MINUTES

Tuesday 8 December 2009

Present: Miles Mack, Richard Jenner, Diarmid Hogan, David Pocock, Ian Cameron, Pam Hogan, James Burns, Mairi MacLeod, Helen Morgan and George Hogg. Richard Robinson also attended for the Finance and subscriptions items.

Agenda Item

Action

1. Welcome & Apologies

Apologies were received from Caireen Gourlay and David Dunton.

2. Minutes of meeting of 27 October 2009

The minute was agreed.

3. Action Points & Matters arising

- All action points were discharged or addressed on the agenda with the exception of the following which were carried forward:
 - **AP4 (13/1/9)** Diarmid to arrange for replace the current safety boat fire extinguishers with ones supplied by the same company as the club house extinguishers so they can be inspected/maintained as part of the same contract.
 - **AP12 (27/10/9)** Richard J work up a proposal for developing the relationship with the Avoch Sea Scouts for consideration at a future meeting.
 - **AP15 (27/10/9)** Pam to spend up to £308 on kitchen equipment.

- David P reported that a new Humber had been ordered and should be delivered in January. Due to supply deliveries the boat would be fitted with a 50 hp rather than the specified 40 hp engine at no extra cost.
- It was noted that the Ness Cup/Lifeboat day will be on Saturday 29th May. Unfortunately this will clash with the Nairn lifeboat day.
- It was noted that decisions will have to be taken in relation to the future of Wisp. This won't wait for the next Committee meeting so David D should initiate an e-mail debate on her future (**AP1**).

DD

4. Accident Book/H&S Issues

It was noted that there was one new entry in the Accident book. This was a head injury sustained from the boom. It was not serious and not something which raised any generic matter.

5. AGM – Any Matters Arising

The AGM on the preceding Friday was discussed and generally it was felt to have gone well. The following issues raised at the meeting were discussed:

- It was suggested that there should be a sailing sub-committee established to support the Sailing Secretary. Something similar might be required to support the Social Secretary. Following discussion it was agreed that Pam and Helen would establish informal groups to support them in their respective functions rather than establish formal committees with associated bureaucracy.
- It had been identified that under the constitution a Vice-Commodore should be appointed from within the Committee's membership. It was agreed to defer this until into the late Spring/early Summer.
- It was noted, as was raised at the AGM, that the Committee should not have nominated new Committee members and that this might have discouraged the membership from nominating others and forcing an election.

6. Safer Safety Boats

A paper from David P of 9th November 2009 reflecting the conclusions of the group he had pulled together to make recommendations in relation to the specification and operation of safety boats. Although there were some fundamental differences of view within the group they had succeeded in pulling together a series of recommendations. Miles thanked David and his group (Helen Jenner, Richard Jenner and Ken Ferguson) for the considerable effort and thought they had put into considering this important issue. The recommendations in David's paper were all agreed by the Committee. Where alternatives were offered the Committee decided as follows:

- That the PBL2 course for inexperienced drivers should be charged to break even.
- That the PBL2 course for experienced drivers should be charged at a subsidised rate.
- That the RYA Safety Boat course should be charged to break even.
- That the Club Assistant Safety Officer Course should be charged at £5 per student.
- It was agreed that a DVD be made covering pre & post boat use checks etc.

7. Membership Rates for 2010

Richard R introduced a predicted budget for the year to 30 September 2010 extrapolated from previous years' income and expenditure and based on the Club's reserves policy. On this basis he proposed a fee increase based on a 5% uplift. Following debate it was agreed that Richard's proposed figures should be adopted with the exception of the Family rate which would be increased further to increase the differential between the ordinary and family member rates. The following rates were agreed: Honorary - £0; Ordinary - £100; Family - £135; Junior - £15; Student - £25; Associate - £26; and, Affiliated Club - £200. George to pass these figures to Jon Shepherd for the fee notice **(AP2)**.

GH

8. Management of Boat Storage

Having previously agreed to lead in relation to management of the dinghy park David P led on this item. It was noted that in spite of the previous communication with members there were still dinghies in the park which were not being used and some of which belong to people no longer members of the Club. It was agreed that a much harder line needs to be taken with dinghy owners. Those identified non-members with dinghies still in the Park will be contacted and asked to remove their dinghies **(AP3)**. Numbered stickers will be issued with membership renewals this year which should be displayed on boats. Numbers issues will be recorded and will be used to relate specific boats to particular members. Richard J will speak to Jon Shepherd about doing this **(AP4)**. Richard also referred during the discussion to revised wording in the RYA's new model club constitution to address the issue of dealing with abandoned boats.

MiM

RJ

9. Reporting Lines for Functionaries

It was agreed, as had been previously suggested by Helen J, that those Club functionaries who are not members of the Committee should report back to the Committee through the most relevant Committee member in relation to their function. The following reporting lines were identified:

| | |
|----------------------|---|
| Club Secretary - | Membership Secretary - Jon Shepherd Web Master - Richard Evans |
| Sailing Secretary - | Safety Boat Convenor – Ken Ferguson Safety Boat Fuel – Bryan Smith Racing Marks – Alec Mann |
| Social Secretary - | Club Clothing – Martin McLauchlan Cleaner |
| Treasurer - | Hon. Examiner – David Gibb |
| Training Principal - | All Instructors Child Protection Officer – Helen Robinson |
| Harbour Master - | Moorings Committee |

The agreed Committee lead should contact those performing specified functions to advise them of the above communication lines **(AP5)**.

GH/HM/PH/
DH/RJ/DP

10. Finance Report

Approval of 2008/09 accounts.

It was agreed to defer approval of the accounts until the next Committee meeting **(AP6)**.

DH

Role of Treasurer.

It was agreed that Diarmid would take on the role of Treasurer. In turn Ian Cameron agreed to take on the role of Building Custodian. The way in which the accounts are kept was discussed and Diarmid, in discussion with Richard Robinson and David Gibb, will review how the accounts are kept to improve the financial information available to the Committee in order to fulfil their particular role in monitoring the finances of the Club **(AP7)**. Committee members to e-mail Diarmid with any thoughts on what information would be helpful in managing the Club and its various activities **(AP8)**. In particular it was felt that moving to a cost centre based approach would improve things.

DH

All

11. Proposals for Wednesday Night Racing

Helen talked to a couple of thoughts she had for changing racing arrangements. These included: changing the start time for Wednesday night racing forward to 7pm; varying some of the series so they are run across the season; putting together a number of set courses for particular weather conditions to aid course selection for inexperienced Race Officers; and, introducing some longer courses to encourage participation from Cruisers. The Committee supporter her in considering some changes and Helen will think these ideas through and carry out some consultation before finalising her ideas for next season **(AP9)**.

HM

12. Mural on Wooden Bar Panels

Mairi described to the Committee her proposals for improving the Club House by introducing some murals. She showed a number of examples of what she could do. The Committee were enthusiastic about this and Mairi will make a start by doing a mural for the wooden panels which close off the bar **(AP10)**. Mairi to be reimbursed the cost of materials.

MaM

13. AOCB

- David P confirmed that he is going ahead with the replacement of the ladders and uprights for £800 + VAT and the broken posts at the back of the dinghy park for £180 + VAT.
- Pam advised that under the new licensing laws we have now secured up to 12 licences per year. We don't need all of these for the key social events and thoughts for use of the spare licences were discussed. The Committee were supportive of the idea of having a regular social activity, say on a monthly basis after Friday night sailing or Sunday sailing. Pam and Helen to sort out details **(AP11)**.
- Mairi raised the issue of the management of the Regatta. This has been discussed previously and it is agreed that we need to rethink the planning of this key event in the annual calendar.

PH/HM

14. Date of Next Meeting

It was agreed that the next meeting will be at 7.30pm on Tuesday 26th January 2010. George to put together a programme of meetings for next year based on this year's meetings but with an additional mid-Summer meeting **(AP12)**.

GH