



Main Committee Meeting Minutes 07.07.2016

Topic	Information	Action
Present and apologies	<p>Present: Mike Wilson (MW), David Finlayson (DF), Helen Jenner (HJ), Peter Illingworth (PI), Donnie McLeod (DM), Janet Witheridge (JW), Mairi MacLeod (MM), Robin Witheridge(RW)</p> <p>Apologies: Tim Lloyd (TL), Amanda Tickle (AT), Alan Hardie (AH)</p> <p>The Committee welcomed new member James Dargie (JD)</p>	
Approval of Minutes of Previous Meeting	<p>The Minutes were approved with no amendments.</p> <p>Proposed DM, seconded PI.</p>	
Matters Arising from Previous Meeting not otherwise on the Agenda	<p>a) Progress report on Race Office remodelling.</p> <p><i>DM reported that he intends to recruit a small group to repaint the Race Office and will arrange for power to the area of the new key cupboard so the radios can be moved. He reported that a new battery charger was needed and that Steve Bramwell had kindly undertaken to see to this.</i></p> <p>b) Moorings/ craning update to include moorings leases.</p> <p><i>PI reported that the moorings maintenance had been completed and the cruisers craned-in. One mooring had failed but had since been reinstated and the other moorings checked. Caldive had done this work at their own expense as it was a shackle coupling fitted by them which had failed.</i></p> <p><i>The Committee approved the minimum standard for mooring strops previously circulated by PI, proposed by PI and seconded by DF.</i></p> <p><i>The Committee approved the new mooring lease previously circulated by PI.</i></p> <p><i>PI informed the Committee that it is proposed that the annual mooring fee under the new lease would be a single sum to include the cost of the lease itself, annual maintenance and Crown Estate fees.</i></p> <p><i>In consultation with the Treasurer (DF) PI informed the Committee that the proposed mooring fees for 2017 would be:</i></p>	DM

	<p><i>Inner £225</i> <i>Mid £275</i> <i>Outer £300</i></p> <p><i>The Committee approved these proposals.</i></p> <p><i>PI proposes to hold a meeting of mooring holders to inform them of the new lease arrangements and costs.</i></p> <p>c) Final report on Lifeboat day including PTBO.</p> <p><i>The Training Update provided by AT contained information on participation in the PTBO dinghy activity (see Appendix B).</i> <i>MM noted that as a result of Rowing Skiff taster session 4 new members had been recruited to the Club.</i> <i>DM noted that the Avoch Sea Scouts had also had a successful day.</i></p> <p>d) Ness Cup update</p> <p><i>The Committee noted that the amended date for the 2016 Ness Cup is Sunday 21 August.</i></p> <p>e) Update on new Club Flag</p> <p><i>MW undertook to check progress on this with Richard Evans.</i></p> <p>f) Update on new Starter's Box flagpole</p> <p><i>MW and PI to progress this. It was also proposed that a weather station for the Starter's Box would be useful. PI undertook to progress this.</i></p>	<p>PI</p> <p>MW</p> <p>MW, PI</p>
Treasurer's Report	At Appendix A below.	
Training Update	<p>At Appendix B below.</p> <p>MM added that the 2 day shore-based training session on Seamanship Skills run by Richard Jenner for the rowing skiff group had been well attended and much appreciated.</p>	
Training-the way forward	<p>AT had previously informed the committee that due to other commitments she would stand down as Training Principal on 1 August, after the completion of the scheduled dinghy training courses.</p> <p>HJ had intimated that she would be willing to take over as TP as long as a new Club Secretary could be found. On this basis Richard Jenner was willing to continue as Chief Instructor (Dinghy).</p> <p>This would enable the Club to maintain RYA Recognised</p>	

	<p>Training Centre(RTC) status.</p> <p>HJ informed the Committee that although she was not in a position to say who the new Secretary would be, she was confident that a replacement would be found and would inform the Committee in due course.</p> <p>On this basis the Committee accepted HJ's offer, thanking AT for her time and effort in organising a comprehensive and successful dinghy training programme this year.</p> <p>HJ to inform AT of this and to make arrangements for a handover.</p> <p><i>Post meeting note, HJ and AT have agreed a handover date of Monday 25 July as convenient to both.</i></p>	
Late season new members	<p>Previously new members joining on or after 1 September had paid only the Joining Fee. As the Club no longer charges a joining fee a new policy for late joiners was needed.</p> <p>The Committee agreed that a reduced membership subscription would be charged at 30% of the full amount rounded up to the next full pound.</p> <p>Membership Secretary to put this in place in cooperation with Richard Evans for the Membership pages of the Club website.</p>	HJ
Reimbursement of expenses incurred by Club members	<p>DF (Treasurer) acknowledged that sometimes, due to himself and/ or the Club volunteer bookkeeper Rebecca Wilson being away, there can be delays in arranging electronic payments to members who incur expense on behalf of the Club.</p> <p>Payment can also be made by cheque but currently require two signatures (current signatories are DF, Richard Jenner and George Hogg). The need for two signatures can also cause delay.</p> <p>DF suggested a change of policy so that only one signature would be required on Club cheques, this would enable him to make payments when Rebecca is away.</p> <p>The Committee agreed to this. DF to make the necessary changes.</p>	DF
Harbourmaster Honorarium	<p>DM had suggested that it would be appropriate for the Club to reinstate an annual honorarium for the harbourmaster to cover expenses incurred in duties incurred in the course of duties undertaken on behalf of the Club. This had been in place previously but had not been enacted in recent years.</p> <p>The Committee agreed to an amount of £400 for the current year, subject to annual review.</p>	DF
Club work barge	<p>DM had suggested that a barge with lifting gear for moorings work, which could be operated by Club members, would reduce the need to pay professional divers for moorings work and could also provide a useful</p>	

	<p>platform in the harbour.</p> <p>PI noted that he had already altered the construction of the mooring risers to reduce the amount of diving work needed but that a barge would be an asset.</p> <p>PI undertook to provide cost estimates for consideration by the Committee.</p>	PI
Committee vacancies and Club Appointments	Sailing Secretary	
Accident book	<p>To note any accidents or near misses recorded and decide on remedial action as necessary.</p> <p><i>None recorded.</i></p>	
Date of AGM	The Committee decided that the AGM will be held on Friday 25 November.	
AOCB	<p>MM reported that the rowing skiff group planned to offer rowing taster sessions to spectators at the upcoming Laser dinghy event at the Club and would attend the Shildaig Coastal Rowing Regatta on 6 August.</p> <p>JW proposed thanks to AT for having produced the Club newsletter. The Committee agreed. Arrangements for further newsletters to be decided, this may in future become the responsibility of the Secretary.</p> <p>PI suggested that a bicycle rack outside the Clubhouse would be a useful asset both for Club members and visitors. PI to look at options and costs.</p> <p>MW proposed that the commemorative bench for Jack Evans should be left in place below the Clubhouse balcony and the George Taylor bench and picnic bench installed on the harbour mole. The Committee agreed, MW to progress this.</p> <p>The Committee noted the recent sad death of Club member Peter Jones. PI undertook to offer condolences to Peter's family on behalf of the Club. The Committee accepted this offer with thanks.</p>	<p>HJ</p> <p>PI</p> <p>MW</p> <p>PI</p>
Date & Location of next meeting	Tuesday 13 September 7.30pm in the Clubhouse	Sec

Appendix A - Treasurer's report

Treasurer's report July 2016

1. Moorings:- the Harbour master will give a full report but at this stage he is to be complemented on bringing in the mooring maintenance within budget. This has however depleted the moorings reserve.

Fees for craning and moorings maintenance are still to be collected but will come to just under £3000 giving some corrections to the balances.

The plan for pricing the new leases is predicted to rebuild the moorings reserve fund in anticipation of future maintenance costs.

2. Luke Patience:- I have had a very positive response from Luke's management team with the result that £500 has been transferred to him. I have agreed to defer contacting him until after Rio at which stage I will contact him to see what can be arranged with him in the Autumn.
3. Diamond Jubilee:- payment for the new benches was outstanding at last meeting. £500 has now been paid to Iain Chalmers of Chainsaw Creations.
4. Training fees:- some anxiety had been expressed about the viability of training in using a commercial provider but the fill on courses plus associated membership fees is maintaining a positive balance.
5. Since the last committee meeting, the moorings works have resulted in a significant reduction in club funds yet there is still a reassuring £32,000 in the account after paying for all moorings works and this year's crane-in with no further major expenditure anticipated for this season.

David Finlayson

Treasurer

Appendix B Training Report

Chanonry Sailing Club Training Update – July 2016

Training

To date we have successfully run 3 x adult dinghy courses (Level 1, 2, and 3) and 1 x Youth Stage 1 (Beginner course) with all courses being fully subscribed. We have 2 further adult courses to run in July (Seamanship Skills and Day Sailing) and we will be running a Youth Week (18th – 22nd July 2016) and a 3-day Improver Course (25th-27th July 2016). Again all these courses are fully booked and we have a waiting list for both junior and adult courses.

Income

This year we have taken a slightly different tack by utilising Rob Bashford to run our formal RYA courses at a rate of £100/day for services provided. So far this has been very successful and we have been able to offer a wider range of courses this year. The financial outlook (courses) is as follows:

£

Course income	2670
New membership income for courses	<u>639</u>
	3309
Incidentals (juice, milk, biscuits etc)	<u>70</u>
	3239
Less payment to Rob Bashford	<u>1800</u>
Total forecast net income	1439

The figures above exclude any maintenance/repairs expenses.

Push The Boat Out Event - Saturday 21st May 2016

The Push The Boat Out (PTBO) event was well attended and has generated not only new members but also a fair amount of interest in our adult and junior courses. In total we saw 8 adults take to the water and 12 juniors. Two of the adults have since put their name down on a waiting list for the next adult Level 1 and we have had another 2 people express an interest in doing a dinghy course. Four of the juniors who attended the PTBO event have completed the Stage 1 this week and we have another 2 juniors who have expressed an interest in a beginner dinghy course.

Instructor Currency and Availability

Instructor numbers and availability have reached a critical point and unless we can recruit new dinghy instructors and assistant instructors we will be limited in terms of the number of courses and training events we will be able to run. Natalie and Georgina have gone off to pastures new for the summer. Thomas Hardie is still here but may well be off some time soon, and Magnus is available at the moment but is summer job hunting. Still no word from Ewan Stirling on whether he can run a DI course for us so we are unable to upskill our current AIs (e.g. Dominic Lloyd) or look at increasing our instructor pool unless we can outsource a DI course.

Work Experience Request

Cailean Morgan will be on work experience with us from the 10th July through to the 17th July. The provisional programme for Cailean is below:

Date	Club events	Agenda	Lead/host
Sunday 10 th July 2016	Champs 1000hrs (junior race training) Chanonry Trophy 1400hrs Seamanship Skills course – all day	Welcome to CSC Outline of operations Assist with Chanonry Trophy event (Race Office or Safety Boat)	Helen Jenner has kindly offered to meet Cailean. Time TBC.
Monday 11 th July 2016	No events programmed	Meet to go over running of a Club – management, regulations and legislation, what it takes to be an RYA Recognized Training Centre (RTC)	Amanda
Tuesday 12 th July 2016	Dolphins 1900hrs (junior dinghy sailing)	Assist Chief Instructor running a Dolphins session	Richard J
Wednesday 13 th July 2016	Chanonry Quaich Club 1900hrs	Assist with Chanonry Quaich event (Race Office or Safety Boat) Meet with Safety Boat Convenor and dinghy bosun to take you through maintenance side	Amanda
Thursday 14 th July 2016	Race Team 1900hrs (race team training) Prep for Scottish Laser Event (weekend)	Assist with Race Team Training	Thomas/Magnus?
Friday 15 th July 2016	Prep for Scottish Laser Event (weekend)	Assist with admin and Club prep for Laser Event	Amanda/Ben/Richard E
Saturday 16 th July 2016	Scottish Laser Event	Assist with event	Amanda/Ben/Richard E

We shall set up a temporary free membership for Cailean for the week. I will act as the POC. Having an extra pair of hands will be useful that week as we have a busy sailing programme and we will be in the final stages (prep) for the Scottish Laser event.

RYA Inspection 2016

Robin Nicol has now confirmed that the RYA Inspection will take place at 10am on Thursday 21st July 2016.

Amanda Tickle

