



CHANONRY SAILING CLUB COMMITTEE MEETING MINUTES

Tuesday 18th November 2008

Present: Miles Mack, Richard Jenner, George Hogg, Richard Robinson, Diarmid Hogan, Helen Jenner, Pam Moncur, David Pocock and Dave Dunton.

Agenda Item

Action

1. Welcome & Apologies

Apologies were received from Jon Shepherd, Caireen Gourlay and Simon Grey.

2. Minutes of meeting of 18 September 2008

The minutes were agreed subject to amending AP 3 (19/8/8) to allocate the action to Jon rather than Helen.

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:
 - **AP15 (20/11/7)** RR/JS/RE to consider and recommend a telephone/internet package. It was agreed to put this on hold until we're clearer about what is needed. **RR/JS/RE**
 - **AP1 (19/8/8)**. Revise application form to invite new applicants for membership to contribute to the running of the club. **JS**
 - **AP3 (19/8/8)**. Revise wording of questionnaire issued in November to try to encourage a better return rate. **JS**
 - **AP 15 (19/8/8)**. To consider the merits of changing the status of the club from a Voluntary Association to a Company Limited by Guarantee. **RR/GH**
- David P confirmed that he already has authority to spend up to £250 on a replacement ladder in the harbour. He advised the Committee that a second ladder also needed to be replaced. It was agreed that he could spend up to £500 to replace the two ladders (**AP1**). **DP**
- Under AP3 it was agreed that it would be sensible to hold the 2009 and future AGMs slightly later to allow a set of accounts and fee proposals to be presented to the AGM which had been previously discussed and agreed by the Committee. George to amend the dates of proposed meetings later in 2009 to accommodate this (**AP2**). It was further noted that this change would require an amendment to the constitution. It was agreed that it was not worth holding an EGM specifically for this purpose and therefore it should be adopted formally as an amendment at next year's AGM (**AP3**). **GH**

4. Accident Book/H&S Issues

There are no new entries in the Accident Book nor are there any H&S issues requiring discussion.

5. Agreement of Members' Benefits Table

The Members benefits table, which had been discussed at the AGM, has been revised to include the various categories of life members. The Committee confirmed their approval of the table, which will now form the basis for recording the benefits that go along with the varying categories of membership.

6. Setting of Annual Subscription Rates for 2009

Proposals for the subscriptions rates for next year were introduced by Richard R and considered in the light of the recent consultation with members and subsequent discussion at the AGM. After discussion the following rates were agreed:

Associate - £25	Family - £120	Junior - £15
Ordinary - £95	Student - £25	

The decision to introduce a joining fee for new and renewing members was also discussed and it was agreed that this should be set at 30% of the relevant annual subscription rate (rounded up to the nearest pound). In addition it was agreed to retain the current Pensioner's discount.

7. Consideration of Development Plan and identification of Projects for 2009

Richard J refreshed the Committee of the established Development Plan and led the ensuing discussion over it. It was difficult to agree what projects should be undertaken in the absence of good estimated costs for some of the key projects. This will have to be an iterative process of identifying a prioritised list of projects, costing these and establishing what funds are available. For convenience the projects were split into two topics – the harbour and the clubhouse.

In relation to the harbour the projects agreed were: the levelling of the harbour (already committed to); the replacement of two ladders; patching up the West slipway; and, the installation of signs around the harbour as required by the insurance company. David P will lead on these works and was given an indicative budget of £2,000 to work with **(AP4)**. Richard R agreed to forward David P a copy of the letters from the insurers setting out the signage requirements **(AP5)**.

DP

RR

In relation to the Clubhouse it was more difficult as the projects generally had a greater range of options and less information was available on possible costs. At present around £4,000 is available to spend on the clubhouse. Following discussion the following projects were identified: replacement/refurbishment of the windows in the main room; refurbishment/replacement of the Ladies showers; redecorating the main clubhouse room; and, replacement of soft chairs in main clubhouse room. Although the single highest priority projects are the first two there is also an enthusiasm to make some changes that will be noticed by members. Diarmid will generally take a lead on works in relation to the clubhouse **(AP6)**. Helen undertook to follow up on costing for replacement seats **(AP7)**.

DH
HJ

Training projects were also discussed. The next significant project is to add

to the training fleet by buying two Topaz dinghies. Richard J is going to look into this and possible funding **(AP8)**.

RJ

Finally it was agreed to spend up to £200 on various pieces of kitchen equipment **(AP9)**.

PM

8. Equipment for Kitchen

Discussed and agreed under 7 above.

9. Purchase of IT Equipment

Richard J introduced this item. He described the range of IT equipment which the club now owns and identified that the key thing missing is a data projector. The Committee agreed to mandate Richard to purchase a data projector for a sum of up to £250 **(AP10)**.

RJ

10. Addition of “Dutyman” Web System for Managing Club Duties

This was discussed in Jon’s absence but on the basis of an e-mail circulated to the Committee by him ahead of the meeting in which he recommended trialling this system. It was agreed that Jon could spend up to £30 on the annual subscription for use of this web-based system **(AP11)**.

JS

11. Selection of Senior and Junior Endeavour Trophy Winners

Helen introduced this item. Following discussion it was agreed who should be the winners of these two trophies. Helen will arrange for the trophies to be awarded at the forthcoming Club prize giving **(AP12)**. In addition Helen alerted the Committee to the proposed dates of the 2009 Regatta and Ness Cup being 1/2 August and 9 May respectively.

HJ

12. Update on Sale of Lettoch Land

RJ provided an update on this item. Essentially the proposed sale of the land has fallen through because of the time taken to resolve the boundary concerns. More positively we have now resolved the boundary issue, through the persistence of Joe Duncan, and this should make any future sale much more straightforward. In all it has cost £260 to resolve this. Richard will now take advice from Joe on how we should market the land on the basis that we don’t want to incur significant costs unless we are confident of a sale **(AP13)**.

RJ

13. Update on Winter Training Programme

RJ updated the Committee on the forthcoming Winter training Programme. This will include courses on Dinghy cruising, VHF radio use, First aid, Powerboat Level 2, Safety Boat, and Race Officer training. In relation to the VHF radio training it was agreed to proceed on the basis of paying the trainer a set fee of £280 and charging entrants at the market rate of £70 per head. A session can take up to 6 participants and 4 will be the break-even point **(AP14)**.

RJ

14. AOCB

George reported that the club had once again pursued grant aid from the Ross & Cromarty Sports. A maximum of £1,000 is available per club per year. The club intend to claim up to the maximum to be split equitably between support for Helen to attend a Powerboat Instructor’s Course and support for travelling costs for Jack Evans and Callum MacIver for attendance at national events.

George advised of the opportunity to apply for the Highland Sports

Development Association Club of the Year Award. This time the theme is "Your Sports Club Website". It was noted that we'd just missed the deadline set in the invitation. Assuming a late nomination can be made Miles agreed to submit a nomination on behalf of the Club **(AP15)**.

MM

David P advised that a member had requested to be able to use a dehumidifier on his yacht. This was agreed subject to David agreeing a satisfactory charge to cover electricity costs **(AP16)**.

DP

Finally Helen advised that despite an extension to the deadline no entries had been submitted for the Cruiserscope trophy.

15. Date of Next Meeting

The date of the next committee meeting will be 13 January 2009. David P apologised in advance as he will be unable to attend.