



CSC Board Meeting Minutes
Monday 24th October 2022 at 7pm CSC Clubhouse



	Topic	Information	Lead/ Action
1	Present and apologies	Present – SH, DF, MAB, JD, DH, LP, MW Apologies – CS, DV, CT	MAB
2	Minutes of Meeting of 29 th August 2022	Approved – proposed DH, seconded LP	MAB
3	Matters arising from the Minutes.	<i>Craig an Roan</i> – Northern Lighthouse Board no objections, online form to fill in; will need to get Inverness Harbour Trust approval as is navigational aid (not anticipated to be an issue); propose yellow cross, DH to propose specification and obtain quote. <i>Miss Adventure</i> – no further response from Foster and Simpson with revised invoice offer (actual outgoings from club funds). JD spoke to Joe Duncan – should be straightforward to take them to court to recover costs; there will be a fee to register. DF to check insurance for legal costs, and then look at what process involves.	All
4	Treasurer's Report	See note to item. Additional points since report submitted: <ul style="list-style-type: none"> - Crane bill not yet arrived - David Gibbs has taken books to look at; will have approved books by AGM, at which point DF will also have report - DF to look at CS and Graham Bull Coastal Leadership training costs so reimbursements are fairly distributed - Wi-fi in the clubhouse – LP to contact member Helen Morgan for advice - DF to set up new PayPal a/c in order to be able to change the name from Alan Munro - DF proposed the membership fees, storage rates etc all remain the same for 2023 as they were in 2022. All agreed. 	DF
5	Board, Committee and appointments	Succession planning. SH, MAB, LP, CT, JD, DV, MW, CS happy to stay on board in current roles; DF would like to stand down – will be overseas during early part of year just when busy time for subs; if at least have a book-keeper from AGM onwards he could manage whilst we try to identify a longer term successor; DH to stand down but happy to stay on as moorings convenor, would like to give up MYA etc Social Convenor role – not necessarily board position, could be team (something for membership forum – see below item 14)	SH
6	RTC Training report	See note to item from Richard Jenner (RJ), RTC Principal. RJ happy to stay on as Training Principal for the coming year but would like to pass on Chief Instructor (Dinghy) role if suitable individual can be found.	RJ
7	Membership update	See notes to item from Helen Jenner (HJ), Membership Secretary. Also Nigel Braun family membership (DF). Names approved.	HJ
8	Buildings; Health and Safety	Loft door – will be attending to in coming week. Painting – John Stephens just waiting for coincidence of days off and dry weather to get going.	DV

9	Harbourmaster update	JD has started project plan for moving harbour bar, maybe by end of next week. Will need costs, permissions for dumping; council owns beach.	JD
10	Moorings update	See note to item. V few moorings next year (9). Not sustainable. Risk is around having members who are able to support practical mooring tasks. Inner moorings chain needs repair.	DH
11	Sailing Secretary update	See note to item. Richard Evans and LP tried to merge Dutyman and Teamup but concluded it's not possible. Proposed system for duty rostering: LP / sailing subcommittee to engage with Dave Allen (see Item 17 AOCB) over system he has experience of; LP to work with CT to advertise and ensure clear messaging for how to sign up etc.	LP, CT
12	Rowing Update	See note to item	SH
13	Paddle-boarding and swimming update	Have acquired 4 SUPs. Need to find place to store.	CS
14	Club Development Group update	Group hasn't met since Spring. JD proposed a Membership forum around volunteering after AGM. To provide opportunities for ideas eg spaces for ideas on walls etc. Also opportunity to feed back to membership what ideas from the Devt Group have progressed. Agreed that also need more social events eg quiz nights. Devt group to meet in January, with focus on volunteering	MAB
15	Promotion Group update	Input for Commodore's report submitted to SH.	CT
16	AGM	AGM taking place 2 nd December. Notice, with documentation, needs to be sent to members by 14 th November. MAB to draft calling notice. Prizegiving – needs Tim L involvement for trophies (LP); discretionary awards to be decided (Richard J to be consulted on junior/adult trainees + junior endeavour / novice – MAB to consult him); Rower of the Year; Sup-er of the year, Swimmer of the Year? Cruiserscope (newsletter encourage entries); most in need of rescue trophy to be scrapped as seen as too negative. Catering – SH suggest buy nibbles in absence of Soc Convenor (SH) LP happy to be on bar. DH to check stocks.	MAB LP, MAB, SH, DH
17	AOCB	Club duty rostering (see note to item) and item 11 Consideration of RYAS and Hey Girls initiative (see RYAS info sheet attached). Agreed CSC should sign up to this initiative. SH to follow up. Rewording of Membership form in light of experience with Miss Adventure – this has now been done by Helen Jenner Review of clubhouse booking rates – need to clarify that members booking for community group need to pay community group. Need to amend website doc. DF to change wording. All present agreed that given the integral need for safety cover for many club activities, it is in the club's interest that opportunities for developing Power Boat and Safety skills should be provided, and that members should be encouraged to participate to develop their skills in this area.	LP, MW SH
18	Date & Location of next meeting	23 rd January 2023 at 7pm in the clubhouse	MAB

Office Bearers and Trustees of the SCIO:

Sandra Hogg – Commodore – SH (also Rowing Secretary)

Treasurer – David Finlayson – DF

Secretary – Marisa Astill-Brown – MAB

Board General Members and Trustees:

David Vincent – DV – (also Health and Safety Officer and Building Custodian)

Diarmid Hogan – DH – (also Cruiser Liaison and Moorings Convener)

James Dargie – JD (also Rear Commodore and Harbour Master)

Lisa Pattenden – LP (also Sailing Secretary and Safety Boat Bosun)

Mike Wilson – MW

Chris Taylor – CT

Claire Scott – CS (also SUP lead)

Social Convenor – Vacant

Notes to Item 4: Treasurer's Report (DF)

October 2022

Membership: Membership income: £10,039.50 to which should be added income from dinghy storage/harbour dues: £5920.00 Total: £15,959.50 compared to £12,907.00 at last year end. Due to the way the accounts are organised dinghy storage/harbour dues appear combined. Boat storage fees for cruisers will be charged for the first time for the coming winter adding to that total for the next financial year. Notwithstanding some harbour dues included, subscription income is still a significant increase over recent years.

Extraordinary expenditure: SUPs: 4 new, nearly new or new SUPs have been acquired at substantial discount at a cost of £1150.

PayPal: No progress in setting up a new account.

HMRC: Mineral oils relief (fuel duty) of £322.78 received. Gift aid repayment application failed but when resubmitted will now include all small aggregated payments plus several more substantial donations.

Defibrillator fund: Donations now £2045.00 (Gift aid to be added) We remain next in line with Lucky2Bhere for defibrillator but supply is still a problem.

Crown Estate: Results from a survey by CE which I completed on behalf of the club showed that private moorings in Scotland support 445 fte jobs and contribute several millions to the economy. They also mention the health and well-being benefits of water-based activity.

Accounts examiner: I have to report the death of Cliff Sim who has helped with the accounts since transfer to SCIO. This prompted a review of the regulations and it appears that we have misinterpreted the rules and that the club could have continued using David as a SCIO. David has been contacted and is prepared to examine and sign off the accounts for this year.

POS card reader: PayPal have introduced a card reader which may be an option for the club. It would require those taking payment to have the app on their phone and thus login details for the PayPal account giving security concerns. I do not know if it is possible to give account access for paying in without rights to “play” with the account.

Balances as at 30/09/2022

Bank account: £59,726.99

PayPal: £0.00

Total: £59,726.99

Note to Item 6 - RECOGNIZED TRAINING CENTRE REPORT FOR 2022 AGM

Overview

- It has been a very busy season for formal training and despite scheduling extra courses, demand has exceeded supply.

- It has also been a difficult season as we have had prolonged spells of very windy weather in the summer (the 2nd day of one Stage 1 course was rescheduled 4 times).
- We have issued 51 RYA certificates (35 in 2021). This exceeds pre-Covid levels and reflects the greater number of active instructors.
- Most of our formal courses (2 x PBL2, 1 x L1, 2 x L2, 2 x S1) have run at capacity, and we had 18 sailors for Junior Week where further stages were completed.

RYA First Aid

- A request for interest in a first aid course had an unprecedented response leading to 4 courses to provide 32 places.
- In the end, 2 students had to drop out and 30 members achieved a certificate, including 9 instructors who need to renew to maintain their currency. The club subsidized everyone who attended.

Dinghy Instructor

- A DI course went ahead in April, and we gained 3 active instructors: Graham Bull, Ollie Bull and Chris Taylor. We also gained Ali Taylor as an Assistant DI.
- Simon Sims left the club and we have run with just one SI. However, Willie McLeod and Jen Babb (both SIs) have joined the club and will hopefully lead on some courses in 2023

Powerboat Instructor

- A course was completed in late September and James Dargie, Simon Hammock and Mike Wilson all gained their PBI and Willie McLeod requalified.

RYA Inspection

- We had a clean bill of health for the inspection on 5 April.

RYA Support

- Two dinghy instructors attend the Continuous Professional Development day at Loch Insh on 27 March.
- We received a full weekend of practical dinghy instructor and coach skills update from David Frame On 9/10 July.
- We had 2 sessions supporting juniors delivered by Kian Sterritt.
- We were visited by the new Regional Development Officer, North (Brian Pahlmann)
- Some of us attended an RYA Scotland presentation in Inverness on 13 June introducing the new volunteer framework.

Equipment

- We used every Tera, Topaz & Wanderer for Junior Week and most of the Dolphin sessions that were not blown off the water.
- The 'new' Topaz has been well used and is an excellent boat.
- We have had to replace one Topaz mast – 3 other masts are likely to fail next year.
- We have rebuilt a failed Topaz boom on to an old Laser mast section (donated by David Finlayson). This has resulted in a good as new boom and saved the club over £400. There are 4 more booms close to failing and we have one more Laser mast section – more would be useful if any members have old mast sections.
- We had to replace a Tera rudder assembly (lost on inversion) at a cost of £264. Rudder R clips have been fitted to all the Teras as a result.
- We replaced 2 Tera covers.
- There have been numerous other breakages generally repaired 'FOC'.

Richard Jenner
RTC Principal

Notes to Item 7:

A – Membership Report for CSC Board meeting of 24 October 2022 (Helen Jenner, Membership Secretary)

New members since the Board meeting of 29 August 2022:

Eileen Gardiner, Alun Gwernon-Jones, Susan Morrison, Jennifer Babb – all Individual members.

B - CSC Membership Report for AGM 2022

The names of members who have joined during this year are available in the minutes of Board meetings.

Numbers of memberships who did not renew in 2022:

Individual – 31

Junior – 5

Family – 3 memberships including 6 adults and no juniors.

Of these 14 members did not respond the emails and reminders so gave no reason. Others had moved away or were “retiring” from sailing or had taken a membership but in practice made no use of the Club facilities.

New membership numbers since 1 January 2022:

Individual – 40

Junior – 6

Family – 24 memberships including 42 adults and 29 children. Although included in the figures not all the adults and children have been active participants this year. Also 5 of the “new” Family memberships were previously Individual memberships which have now had a family member added so the more accurate number of new Family memberships is 19.

Guest – 2 added solely for the purposes of helping on the Club safety boats

Also please find attached a spreadsheet of the new members including the areas of interest (indicated by consent to receive newsletters). From this it would be possible to gain an idea of the types of Club activity which have attracted the new members.

Note to Item 10 - Cruiser/Moorings Update - CSC Board meeting 24.10.22

1. Moorings Summary

All boats have now vacated the club moorings.

Atlantic Diving are on standby to mobilise for the removal of the 13 No. mooring assemblies and the installation of winter riser replacements. Date to be advised.

Vessel ‘Melita’ remains in the harbour but will be relocated to Avoch on 28 October. It is not anticipated that the owner will take up a club mooring next year.

Current forecast for mooring uptakes for 2023 is 9 No. (seven existing boats plus two new arrivals).

2. Winter Crane-out

Seven boats were successfully craned out on Tuesday, 11 October 2022.

A total of 8 No boats are currently stored on the club hardstanding area and therefore liable to winter storage costs. A further boat, owned by a new club member, will be arriving by road trailer during November. This new arrival will be inspected by a competent club representative prior to its arrival to ensure the vessel is seaworthy.

3. Cruiser Racing

In the 2022 inter-club MYA racing programme CSC boats were successful in achieving series firsts in both the Class 1 (Hava) and Class 2 (Carefree) competitions. The club itself also received a first for achieving the overall lowest score across both classes.

Diarmid Hogan

Moorings Convenor

24 October 2022

Note to Item 11 - Sailing Report – 17 October 2022

Volunteer Duties: Implementation of old system where we assign duties to sailors and then the people in those assigned roles can swap with others.

- will be done prior to season start.
- will use spreadsheet for capabilities to assign (RO/SO/Assistants)
- the Sailing Sub-committee will take 1 month ROTA review for 2023's Season. This will allow for fine tuning if there are issues within the season And will spread the task of maintaining it to more than one person.
- will need to focus on this being a volunteer task and if reassignment is needed then the member will need to swap with another. To avoid onerous tasks for the Sailing Secretary.
- Will need to define persons that can be RO & SO so we assign the right people.
- Will need feedback on Weds/Sun persons, from members if they prefer one To another. (Perhaps newsletter)

Duty Man and TeamUp

The two platforms cannot be merged. It needs to be communicated with the members that volunteer duties will always be on Duty Man. Attendees (operators/sailors/rowers) will sign up on TeamUp. It is important that we do not mix duties up into TeamUp.

One Day scheduled for November

We need to decide if that is feasible for November, or should we make it an Open recreational day? Ideas?

Recreational Sailing

Recreational Sailing events supported by volunteers on safety boat and for race officer along with RYA courses gave us a great season of sailing. It managed to start with a windy outlook with many cancellations/postponements but evolved into a really good season of sailing, racing, training and getting back into a unencumbered sailing momentum.

Signup for sailing/racing continued in TEAMUP; Duties were noted as needing filling and enough engagement on the Facebook page helped get volunteers. We do need to ensure the members know that **duties** get put in DutyMan and Sailing **participants** go in TeamUp. Until we can find a way to put the two apps/software together it will need to be this way. Richard Evans and I had a call on 19 October to go over possibilities but unfortunately the combining of the 2 is not possible. We will need to reiterate on the newsletter the protocol so new members aren't caught out not knowing what's what.

Recreational Sailing events were programmed every Sunday afternoon and Wednesday evenings. **Input numbers here for end of season**

Proposal:

1. **Sailwave classes in winter**
2. **Put out a call for any interest in the Sailing Sub-committee**
3. **New Sub-committee member Anna Campbell**
4. **Our next meeting will be on:** TBD have sent out a request for one of 3 choices for our next meeting.

Sailing Programme Stats for 2022 (Numbers to be input for AGM)

BICC – 5 cruisers and a total of 4 that are CSC members

Ness Cup -

Dinghy Regatta-

Cruiser Regatta-

Series events:

- One Day Events
- Harbour Rosebowl
- Drysuit Diehards - October
- Pursuit Races -

Finally, the **Cold Turkey** event on 27 December usually seeing dinghies and rowing skiffs on the water. Need input on catering?

AGM liquor license applied for.

Lisa Pattenden

Sailing Secretary sailing@chanonry.org.uk

Note to Item 12

Rowing report:

Cox training is organised for November with 8 participants. Participants include Mandie Cran who, with her yacht master and training qualifications, has indicated she can help deliver the course in the future.

Two of us will be attending the SCRA AGM and Freshwater Sprints at Loch Tummel next weekend.

The oars and rowlocks have taken a battering over the summer and Steve and Richard have made a new set of longer oars. They are also replacing the rowlocks with a more robust system.

Note to Item 17

Club duty rostering issue raised by club member Dave Allan who has sent an e-mail outlining a mechanism he has experience of elsewhere, and which he believes would work for CSC:

"There is a simple, fair and effective way of solving this problem which I know from long experience works very well. That is for the club to roster every able dinghy sailor, including teenagers, into the duty programme before the season starts. If anyone is unable to do a duty they simply swap with someone else rostered for it. If they are not qualified for a particular duty at present they must, as soon as they are able, get qualified. I am prepared to help implement this and am prepared to teach people how to do Race Officer duty over the winter. The situation at present is hopeless, especially for people like me who live a distance from the club."