



CSC Board Meeting Minutes
Monday 29th August 2022 at 7pm CSC Clubhouse



	Topic	Information	Lead/ Action
1	Present and apologies	Present – SH, DF, MAB, DH, DV, JD, LP, MW, CT, CS Apologies – Absent -	MAB
2	Minutes of Meeting of 28 th June 2022	Approved – DF proposed and DH seconded	MAB
3	Matters arising from the Minutes.	4: Alarm now working so no need to spend money on check; and no change of use so no fire risk assessment necessary	
4	Treasurer's Report	See note to item. Craig an roan – Inverness Harbour Trust or Northern Lighthouse Board maybe source of funding (Sinclair Browne) to replace the mark. Propose steel pole and concrete base in rock. Get quote for fixing – DH to look next low tide to see what is there and what quote needs to be for. Trophies not insured. Ness Cup and BICC probably most valuable. Probably covered by individual household insurance policies. Proposal to put notes on each to show value and that individuals are responsible. DF to follow up with Tim Lloyd to identify values (Hallmarks etc) and notes.	DF, DH
5	Board, Committee and appointments	AGM date agreed for 2 nd December 2022 at 7pm, to include prizegiving. CT to put in next newsletter. MAB to check with constitution for notice etc. Succession plan for next meeting agenda. LP to get alcohol licence for AGM	CT, MAB, LP
6	RTC Training report	See note to item from Richard Jenner (RJ), RTC Principal. Magnetic boards to be purchased for instructors – agreed.	RJ
7	Membership update	See note to item from Helen Jenner (HJ), Membership Secretary. New members approved. Contact numbers for membership and emergency to be put in race office window (CT). DH happy to be initial contact for boats reported to have come off their moorings.	CT
8	Buildings; Health and Safety	First Aid kits to be updated. LP to make laminated checklists. (DV indoor ones, LP boats) Painting/decorating the clubhouse: DV spoke to painter – concerned that if done in ad hoc way will look poor. Start with porch uprights, entrance, race office windows. DV to ask member John Stephens to specify the tasks and make list of materials. MW said that SSE have cherry pickers and may be able to get use of 1 day for a community project	DV, LP, MW
9	Harbourmaster update	Miss Adventure gone – thanks to DH and Tim McKeggie. Outboard is out for bids. Bar – no progress yet.	JD, CT, CS

		<p>No notice at the club displaying slipway fees at the moment. PWC (Personal Water Craft) are not desirable but we can't stop them. Sign on clubhouse window (see item 7 above) to include this – JD to find form of words to discourage PWC use. Places to put notices. CT /CS to work on this.</p> <p>Avoch have approached DH as have similar Miss Adventure problem, we can share experiences.</p>	
10	Moorings update	See note to item	DH
11	Sailing Secretary update	<p>Regatta went well. Generous donation from Race Officer's pie company. LP proposes raise fee to £35 and get caterers in whilst no Social Convener. Musto Skiff event too separated, would be better to have more harmony with whole club regatta.</p> <p>For next time need regatta management team in place at the beginning of the season – including Board members. Richard Evans was great help.</p> <p>Not having social secretary is taking its toll – catering has been problematic...</p>	LP
12	Rowing Update	Nothing much to report on rowing except lots of activity, including a visit to Lochcarron, a couple of regattas and a growing interest in racing.	SH
13	Paddle-boarding and swimming update	<p>Graham Bull (GB) + CS attending SUP safer training so can then do it for members</p> <p>Fun day donations for raffle – dry robe and throw line, and batch of waterproof phone case/lanyards.</p> <p>GB has been running Weds evenings (some cancelled because of wind). CS will do some in October for beginners.</p> <p>GB + CS will design programme for next year</p>	CS
14	Club Development Group update	No recent developments as been busy with club activities during summer. Volunteering is a burning issue. Hope to reconvene group and start discussing in Oct	MAB
15	Promotion Group update	<p>See note to item</p> <p>Half a dozen things to put in newsletter going out in a couple of weeks</p> <p>Future board meeting – discuss what to focus on for future promotion</p>	CT
16	Active Schools	See note to item	SH
17	RYAS RDO(N) visit	See note to item	MAB, SH
18	AOCB	<ul style="list-style-type: none"> • New club boats (non-training): proposed need two the same, double-handers – need to identify criteria etc., look for second hand options and funding. MAB to look into and consult with instructors and other experienced club sailors etc • CS to develop proposal for acquisition of 4-6 club SUP boards. (new/warranty £400 apiece, incl pump etc or second hand rentals £450 better quality). SUPs can be kept in loft. For members to use either under supervision or with approved competence. • SSE has discretionary funds (MW to investigate) • Request to support Graham and Ollie Bull to attend RCL2 course near Dundee in October (course cost £125 pp; accommodation £130 2 p x 2 nights). This would enable the club to provide race coaching to a growing number of new sailors interested in racing. Approved unanimously by Board on same basis as usual for instructor training – 30%. 	MAB, CS, MW

19	Date & Location of next meeting	24 th October 7pm Clubhouse	MAB
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Office Bearers and Trustees of the SCIO:

Sandra Hogg – Commodore – SH (also Rowing Secretary)

Treasurer – David Finlayson – DF

Secretary – Marisa Astill-Brown – MAB (also Club Welfare Officer)

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)

August 2022

Membership: Membership income: £9,988.50 to which should be added income from dinghy storage/harbour dues: £5215. Total: £15,193.50 compared to £12,836.50 at last report. Due to the way the accounts are organised dinghy storage/harbour dues appear combined. Approximately £600 of this is harbour dues. Nonetheless the overall subscription income is still in excess of £14,000 which is a significant increase over recent years.

Extraordinary expenditure: Training budget challenged by loss of a Tera rudder and general spares for the training boats. Further costs are new boat covers for Teras, a new Topaz boom, contribution to training materials for instructors and subsidy of the PBI course. It is not clear at the time of writing whether the SUP training day in August will run at a loss or not.

PayPal: PayPal account set up as an individual account. Only solution is a new account with a new email address such as "payments @chanonry.org.uk" and I am discussing this with Richard Evans.

HMRC: I think the claim for mineral oils relief (fuel duty) has logged. I attempted to upload a claim for gift aid but I am not clear yet whether it registered and will monitor this. RYA have suggested further methods of claiming gift aid via modifications of the designation of subscriptions but this would adding considerable complexity for the amateur book-keeper!

Defibrillator fund: Donations now £1930 i.e. ahead of initial target. Lucky2BHere tell me costs have risen and we will need to contribute a minimum of £2000. (e.g. the batteries for the devices have doubled in price from £200 to £400) Lucky2BHere say that the supply chain for defibs is clogged. We are still most likely to get one fastest by using their bulk order. I indicated to them that we wish to go ahead and that as a long stop the club would make up any shortfall in donation funding. We will have to await their advice on delivery times. We received a further £50 donation at the beginning of August from a Walter Goodwin but I have no further details of him to write and thank him. The Musto Skiff Association donated £70 and a skiff sailor who attended the training day donated £10. There is a further donation of £100 from the parent of a member.

Regatta: The regatta took in £737.50 in entry fees and raised £601.85 in catering and bar income. In addition, the Musto Skiff Association made a contribution of £30 towards fuel costs for their training day on the Friday. Set against that is £180 of prize vouchers, £151.10 for Dog Falls beer (prizes also donated by Dog Falls) and £153.84 in galley receipts and licence. There is therefore an overall profit of just over £700.

Grenville's sail: This appears to have been a very successful event with participants from most disciplines of the club. Helen Robinson has generously subsidised the lunch costs.

Trophies: A question has been asked about trophies of open events being taken off site and whether these are insured. Trophies are not insured as it was decided previously that the costs were prohibitive. The board might wish

to review this. There is a club trophy policy but I suggest that all trophies have a card with them reminding winners of their obligations to care for them and liability in case of loss.

Balances as at 25/08/2022	June
Bank account: £61,604.20	£58,169.96
PayPal: £0.00	£245.88
Total: £61,604.20	£58,415.8

Note to Item 6 - RECOGNIZED TRAINING CENTRE UPDATE TO THE BOARD 29 AUGUST 2022 (Richard Jenner, RTC Principal)

The formal training programme is largely completed for this season. We were able to complete the adult Level 2 dinghy and the first junior Stage 1 after several reschedules due to unsuitable weather. The second junior Stage 1 – completed before the rescheduled ‘first’ Stage 1 – went well and my plan is to do Stage 1 over 5 ‘short’ days in the future rather than one weekend as this gives some flexibility if we have some unsuitable weather. Junior Week was very successful (18 students although some didn’t do the full week) and we have 10 signed-up already for 2023!

We had a useful weekend with David Frame (9 & 10 July) with one day focused on instructor skills and the other more on race coaching. Kian Sterritt has supported 2 Dolphin evenings and provided some food for thought on how to encourage juniors to be more competitive. This support was funded by RYA Scotland.

The Power Boat Instructors’ course is going ahead with a pre-assessment on 2 September and the course on 28 – 30 September. Jane Campbell-Morrison will deliver the course and Kath Scott has been appointed to moderate. The total cost is £900 as expected and we have 6 students who will contribute £600 in total leaving a £300 shortfall to be met from training income. Books for the students (around £23/student) have also been funded from training income. Helen has been running some refresher training for the candidates.

It is possible that we may have 2 more Senior Instructors next year as I have been approached by 2 qualified people who want to retain their currency. As both are working and one cannot take time off in the summer, their contribution is likely to be for early season adult courses run over weekends.

I have had to replace a Tera rudder (around £240) lost after an inversion. All Teras now have R clips as a back-up to avoid this happening again.

Lastly, I would like to draw down some of the training income/balance by giving the active instructors (10 in total) a pack consisting of an A4 magnetic white board, dry markers, some magnetic ‘marks’ and some magnetic boats. These boards are very useful for quick briefings both on and off the water. I estimate a total expenditure in the order of £400 and I seek the Board’s agreement for this.

Richard Jenner

RTC Principal, 18/08/22

Addendum

After being given authority, 2 new Tera covers have been purchased from Trident (£168 total with ‘free’ P & P) and were fitted on the 24th; the straps and buckles off the old covers have been recovered.

Junior Week 2023 has been on the calendar for several weeks but not open for sign-up directly. I have had 17 requests for places which I have actioned – this leaves one place over. I expect there would be significant interest in a further week of activity on the school holidays (we already have a 5-day Stage 1 course on the calendar), but this would be a big ask for the volunteers.

A Topaz boom was found to be in 2 parts under the covers on Wednesday (24th) evening. Five of the Topaz booms have large corrosion holes and are living on borrowed time. It may be possible to ‘sleeve’ the boom over winter if we can find suitable tubing – a new boom costs £400 plus P&P. What is very disappointing is that someone has concealed this breakage which would have severely impacted training if a course was imminent. It would be helpful if the next newsletter could ask members to inform training@chanonry.org.uk of any issues with club boats and to ‘quarantine’ broken parts in the Race Office.

Note to Item 7 – Membership Report for CSC Board meeting 29.8.2022 (Helen Jenner, Membership Secretary)

1. New members to report:

Alexander Todd – Guest
Graeme Brown and Louise Dytch – Family
Lorraine Watt – Individual
Heather Mack – Individual
Kirsteen Hotchkiss – Individual
Allison Cassie – Individual
Thomas and Amy Bull – Family
Anne Bennett – Individual
Lyndsey Walmsley – Family
Savannah Gordon – Junior
Holly Grey – Individual
Louise Hoult – Individual
Ruth and Ally Beaton – Family
Carole Wells – Individual
William McLeod – Individual
Elin Dargie – Guest
Dianne Bellshaw – Individual
Julie Davidson – Family
Kyle Murray – Individual
Andrew Garraway – Individual
John Robertson – “Upgraded” from Individual to Family with Beebee Hompaeng

2. Membership resignation:

Helen Young has, with regret, resigned her membership due to other commitments making it impractical to take part in Club activities.

3. Dinghy Park

Club member Tom Donald still has a Laser in the dinghy park for which he has not paid storage in spite of repeated reminders. Update – David Finlayson has contacted him, he will now pay his boat storage and has put the boat on the market.

Note to Item 10 – Moorings Update – Diarmid Hogan, Moorings Convenor 29.08.22

1. Moorings Summary

Following the sale of De-Esse by Stuart Brown we have 8 No club boats on the moorings. This total includes the Sea Scout cruiser Freebyrd and Melita although the latter has remained in the harbour since crane in due to engine issues.

We currently have 5 No spare moorings available for visitors. These have proved useful.

Two existing club members (Alan Towns & Geoff Arnold) are currently looking to purchase cruisers and have expressed an interest in moorings. I have provided indicative costs.

A membership enquiry has been received from Alun Gwernan-Jones who will shortly be re-locating to the area. He already has a cruiser (Hunter Liberty lifting keel) and asked about mooring availability. I have confirmed availability

On Monday, 8 August 2022, the Sea Scout Pioner broke free of her mooring. Following her deployment during the Dinghy Regatta to assist with mark laying she was placed on a mooring overnight with the intention to return her to the harbour when the tide allowed. On Monday morning she ended up on the beach beneath St Andrews church. No damage was reported and she was re-floated and put back on her harbour mooring that same day. Anecdotal reports suggest the knot(s) securing the Pioner came undone. Several club personnel were contacted by the public about the boat being on the beach but recovery efforts, in the early stages, were somewhat un-coordinated. Suggest that we need a single point within the club.

I have contacted Atlantic Diving about retrieval of the moorings in October/November and await confirmation about any preferred dates plus confirmation of likely costs.

2. Winter Crane-out

A date of Tuesday, 11 October 2022 has been confirmed with McDuff Cranes for the lift out of the cruisers.

3. Miscellaneous

Craig an Roan replacement – who is leading on this?

Race Mark C – I will look to repair and re-position this mark later this week.

Note to Item 15 – CSC Communications Update August 2022 (CT)

Activity has been 'business as usual' over the summer months. This has included updates to the website such as the new, 'coming up' section with rolling updates to promote events happening in the following weeks.

Several press releases have been issued, including on our Regatta and the Musto Skiff traveller, with good uptake plus the Ness Cup with a nice piece in the Ross-shire. Our social channels continue to grow and perform well. Monthly member newsletters have been issued to keep everyone informed of activity underway and future events.

The promotions group has not met over the summer, due to other commitments everyone has at the club and will reconvene early Autumn to take stock and plan for 2023. At a future board meeting, I would be keen to get views from the board on what we should prioritise in 2023.

Note to Item 16 – Active Schools (SH)

Partnership activity with Active Schools

John Mann approached the club in his new role as the Active Schools Coordinator for the Black Isle. He's been looking at what sports clubs there are available on the Black Isle and keen to explore if there is any way we can work together to create more opportunities for young people across the region.

We (Richard Jenner, Marisa, Sandra and Claire) met with him in July. We discussed what activities we could potentially offer and agreed that the dinghy instructors were maxed out and already delivering a varied programme for young people. We thought there was potential for introducing youth rowing and SUP.

John would act as the link with Fortrose Academy and sign up and administer the activity. John suggested either Friday afternoons or a few days in the holidays. We would provide the coaches and equipment. High Life Highland are unable to provide insurance unless it is their own coaches delivering the activity. Therefore, any young people would need to become members of the club.

Coaches and volunteers from the club would need to be PVG checked. We have confirmed that we can get that through RYA. We'd also need appropriate risk assessments.

There has been positive interest in supporting youth rowing from the rowing members. Eight people have currently expressed an interest. We need to meet to decide what we could offer and when.

This late in the season Claire feels we'd be better waiting until next year before offering youth SUP through Active Schools.

Sandra

Note to Item 17 – Visit from RYAS Development team

Visit from Liza Linton (RYAS Development Manager and Brian Pahlmann (new RYAS Regional Development Officer (North)) 27th July 2022.

Familiarisation tour for Brian; visited CSC during junior week, they went for a row and met with some Board members and general club members. Brian has a lot of experience with fundraising and has sent some useful links that we can explore. He has also since been in touch and CSC will host an RYAS workshop on one of three topics (funding/fundraising, facilities, or community mapping) for clubs in the north of Scotland.