



Draft

## CHANONRY SAILING CLUB COMMITTEE MEETING MINUTES

Tuesday 1<sup>st</sup> November 2011

**Present:** Helen Jenner, Helen Morgan, Marisa Astill-Brown, James Burns, Pamela Hogan, Mairi Macleod, George Hogg, Richard Jenner and David Pocock.

### Agenda Item

### Action

#### **1. Welcome & Apologies**

Apologies received from Gavin Campsie.

#### **2. Minutes of meeting of 26<sup>th</sup> July 2011**

Approval of the minute was proposed by Richard Jenner and seconded by Pamela Hogan.

#### **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:

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|--|--------------|
| ▪ <b>AP3 (7/10/10)</b> George to circulate list of club jobs for comment and any further additions.  | <b>GH</b>    |
| ▪ <b>AP11 (18/1/11)</b> Helen M to look into preparing certificates for presentation.  | <b>HM</b>    |
| ▪ <b>AP16 (18/1/11)</b> Helen M to investigate possibility of a "sign up system" on the web site for recreational sailing and dry suit die-hards events. | <b>HM</b>    |
| ▪ <b>AP1 (26/7/11)</b> George will secure the BT landline deal for £120 for a 1 year "up front" payment.   | <b>GH</b>    |
| ▪ <b>AP4 (26/7/11)</b> Peter, David and Roxby will meet to discuss craning issues and will then present their recommendations to the committee.          | <b>DP/RR</b> |

#### **4. Accident Book/H&S Issues**

The book was checked and there were no new entries.

George raised the issue of an annual safety inspection. According to the insurance policy the Club is required to check for potential faults/hazards. A record must be kept of this inspection or the insurance policy will be invalid. Richard J will contact George to arrange an inspection. **AP1**

**RJ**

David raised the issue of the Clubhouse door being left open. Helen J will issue a reminder for all members to lock up when finished via a Dutyman email. **AP2**

**HJ**

## **5. Finance Report and Approval of Financial Report for the AGM**

George outlined the main issues surrounding the presentation of the annual accounts.

The main issue raised by David Gibb as Examiner is the starting figure at 1 October 2010 for the Trot Moorings. This was previously agreed by the Committee as being £9,544. George reported that he and David Pocock had met earlier with David G. After some discussion it was concluded that the figure previously agreed by the Committee had included a year's annual maintenance which had not been received at that time and should have been £6,569. The Committee agreed this figure.

### **Reserves Policy**

George spoke to the paper he'd earlier circulated proposing an approach to Reserves. It was noted that there is no right or wrong approach to reserves. It is more a question of the Committee's approach to managing risk. It is also proposed that the reserves policy be revisited at least annually. George proposed having three main reserves:

- 1) A general reserve of £6,500 to cover most items.
- 2) A moorings reserve, kept only for trots and moorings (but available for emergencies if needed). This would be based on £6,569 at 1/10/10 and would vary according to moorings income and expenditure.
- 3) A safety boat reserve. An initial amount of £6,000 will be set aside in this year's accounts and this will be added to by £2,000 annually subject to review.

The committee agreed these proposals.

Next year's budget will be discussed at the December meeting when subscription rates are set. Committee members with lead roles are to put to George any proposals for next year's spending by 15<sup>th</sup> November. **AP3**

**All  
committee  
members**

**DP**

## **6. AGM Agenda**

Committee members who wish to contribute a report for inclusion in the Commodore's report at the AGM should send these to Helen J by 15 November, these will be summarised for the meeting. Reports in full will be added to the AGM minutes. These will then be put on the Club website and a copy will be made available in the Clubhouse.

It will be announced under item 5 that any officers/honorary members will be elected under that item.

**HJ/GC**

## **8. Installing a Pontoon in the Harbour**

David appraised the committee about his idea for installing a pontoon in the harbour and wanted to know how many committee members would support the idea. It would cost approx. £10 000 for a pontoon and the Sea Scouts would contribute. Richard J felt that a

pontoon would benefit kayakers and would aid training and rib access. The committee felt that this would benefit the Club and have asked David to investigate further.

HJ

### **9. Loft Storage**

David highlighted the need for more storage space in the Clubhouse. A loft-hatch could be created for approximately £500, increasing the storage capacity of the Clubhouse. The committee agreed that this would be a good idea and the Building Guardian would be tasked by Helen J to do this. **AP4**

### **10. The Next Phase of Harbours Heritage**

Groam House museum are planning to give an exhibition next year that will feature the Harbour. Richard J will manage this project. The exhibition will feature a photographic slide show and 'reminiscing recording'. The Club will not be charged for this and the Sea Scouts will be involved. An article in Chatterbox magazine will update readers on this next phase of Harbours Heritage.

### **11.AOCB**

The committee has the Junior and Senior Endeavour trophies in its possession and Helen J wants committee members to email her with nominations for these trophies by 8<sup>th</sup> November.

### **12. Cruiser Trophy Enquiry**

Mike Burns and Joan Maxwell have proposed that the Cruiser Race Cup should be given to John Prentice, of Invergordon Boat Club, who won the cruiser race at this year's regatta. However, in the past the committee has felt that regatta trophies should not be awarded since many dinghy sailors come from other parts of the country and there may be problems getting the trophies back. Past committees have felt that it would be divisive to award trophies to cruiser class winners but not dinghy class winners.

After a show of hands the committee decided that the Chanonry Sailing Club Cruiser Race Cup will not be presented this year.

In order to provide information which may be helpful in future decisions on trophy use Joan Maxwell, working with Helen Morgan, has very kindly offered to 'fill in the gaps' in the Club's trophy history.

GC

Additionally, Helen M was contacted by Joan concerning a trophy she donated to the Club. Joan felt that the trophy should be awarded to the best junior sailor who has competed not only in the Club series but also at events at others clubs. The committee decided by consensus, however, that the trophy should continue to be awarded to the junior with the best aggregate result over the race series at Chanonry.

### **13. Club Keys**

Pamela commented that ex-members are leaving the club with their keys and this could pose a possible security risk. The committee would like Gavin to chase up ex- members with keys (where practical) and to investigate the possibility of installing a lock with a key-code. **AP5**

**14.** David Pocock brought up the matter of the lack of a readily available list of members and their boats and also a diary of the year's major events. The committee agreed by consensus that providing this information would be useful to members. Helen J. will look into and put into effect a practical means of making a list of members and their boats and a diary of major events available in time for the start of the 2012 season. This list should be available on the Club website but also in hard copy as required. **AP6**

**HJ**