



Main Committee/Board Minutes **Monday 18 January 2021 by Zoom**



	Topic	Information	Action
1	Present and apologies	Present – RJ, HJ, DH, SH, JD, DV, CL, DF. Apologies – PI	
2	Minutes of Meeting of 9 November 2020	Approved without amendment. Proposed by RJ, seconded by SH.	HJ
3	Matters arising from the Minutes.	DV reported that the Clubhouse gutters had now been cleaned and the invoice had gone to DF. The cleaner had tried also cleaning the lower roof tiles but these were in poor condition and flaking so better not disturbed. RJ reported that a launch trolley for Meikle had been purchased from the Lane/ Bull family for £130. He proposed that the original launch/ recovery wheels be kept in case of future need – agreed.	All
4	Committee and appointments	Re the vacancies for Safety Boat Bosun and Race Marks Convenor – see email from Graham Bull below. CL further reported that Graham is willing to help under supervision with the intention of taking on the responsibility for these roles at a future date, but is not willing to take the responsibility of being the named person in the roles at this time. DH volunteered to take on responsibility for the race marks and would liaise with Richard Evans on this. It was agreed that CL would ask Graham to contact Robin Witheridge (previous Safety Boat Bosun) to ask what support Robin could give. HJ suggested that the Dinghy Park role would “dovetail” well with the role of Membership Secretary who maintains the register of boat owners as part of members’ details. The role would involve monitoring the boats in the dinghy park and contacting the owners as necessary. Agreed. JD reported that Calum Pearson was willing to join the Sailing Sub-Committee. The vacancies for Sailing Secretary and Social Convenor remain.	DH CL HJ
5	Treasurer’s Report	See note to item. There were no questions. DF highlighted the desirability of recruiting another signatory on the Club bank account before Richard Evans is removed (see note to item). SH volunteered for this.	DF

6	Open events	<p>JD had contacted the members of the sailing Sub-Committee. From this he had received responses from DH and CL.</p> <p>DH reported that the MYA group of clubs had proposed that last year's cruiser race calendar be transferred to the nearest relative dates in 2021, however the potential date for the Cruiser regatta would clash with the proposed date for the Chanonry SC Dinghy regatta.</p> <p>On the suggestion of RJ, JD agreed to email the membership to ask for volunteer/s for the position of Sailing Secretary and/or to organise regattas.</p> <p>JD suggested that the dinghy focus group within the Club development process might propose alternative arrangements for dinghy racing.</p> <p>HJ stressed the need to decide on whether to hold an Open Day this year. This would normally require close co-operation with the Invergordon and Kessock lifeboats and the local RNLI fundraisers. The ability of the RNLI fundraisers to raise money at an Open Day normally relies on the ability to provide refreshments to large numbers in the Clubhouse which, depending on COVID related restrictions, may not be possible.</p> <p>HJ to contact Liz Watson (Club member and RNLI organiser) to find what, if any, plan there were for this. HJ also to ask DF (not present at this point) to contact the lifeboat stations to find out whether they are able to support an Open Day this year.</p> <p>It was suggested that, if an Open Day proved not practical, it might be possible to hold extra "taster" sessions for rowing and dinghy sailing.</p>	<p>JD</p> <p>HJ</p>
7	Rowing	<p>SH reported that the Chanonry coastal rowers were, on the whole, not interested in racing and that she was aware that members of other local groups felt the same. She hoped to organise (with the help of a rowing sub-committee which she would convene) an informal "fun" event, probably in the late summer. This was agreed, SH to look at dates.</p>	SH
8	SCIO update	<p>(a) Board membership – Noted that all Board/Committee members are duly elected and that the Register of Trustees is up to date.</p> <p>(b) RJ reported that the Annual Return to OSCR was due but did not have to be submitted until June 2021 but that it would be desirable to get it done much earlier. The Annual Return came in 3 main parts: the accounts, the Trustees Annual Report (TAR) and a form from the independent examiner. The Principal Contact (RJ) would then submit these on-line using the Annual Return Report Management form. SH</p>	RJ

		<p>suggested that the return should be a single PDF document available on the Club website and a link should be provided in the Management Form. The Annual Return would cover the period 1 October 2019 to 30 September 2020 but would need to be signed-off by the current board (at time of submission). RJ proposed that the way ahead was for him to draft the TAR and for DF to provide accounts and the examiner's report. SH stood by to help.</p> <p>c) RJ reported that after active follow-up from JD & himself, he had now heard from the Chair of the Council Ward Committee who had informed him that the matter of the transfer of the Clubhouse had been delegated to the Estates department of Highland Council supported by the Legal department. It had been agreed that the Council would waive its pre-emption clause and that the necessary documentation was in hand. RJ had relayed this news to the Club's solicitor (Joe Duncan)</p>	RJ, DF, SH
9	Covid measures	RJ reported that up-to-date information on Covid measures had been communicated to the membership via the website and 2 Facebook groups.	RJ
10	Club development plan	<p>JD reported that an initial survey had been run and received a good response (74 responses). The Club Development Group was now in the process of organising focus groups to take things further. The group would meet again on Monday 25 January by Zoom.</p> <p>The Committee particularly noted the need to broaden the Club membership base.</p>	JD
11	Moorings, craning and harbour	<p>JD had tabled the following areas for discussion and decision on the way forward:</p> <ul style="list-style-type: none"> (a) removal of harbour bar (progress with MS-LOT licence application) (b) slipway update on what needs done (c) proposal to work with Covid focus group to look at mooring riser assembly, dive operations, craning/ masting to see what might be possible against each of the Scottish Government levels (d) what plans there are to consult with mooring holders/ cruiser owners (e) any thoughts around the void under the hard standing (f) maintenance to ladders update <p>JD reported that he had tried to contact PI with a view to convening a meeting of himself, DH, DF and PI but that, no response had been received.-</p> <p>JD reported that in mid-December PI had found out that licences would be needed from Marine</p>	JD/PI

		<p>Scotland for the removal of the harbour shoal and repair work to the slipway. JD undertook to look into this further, DV offered help with "paperwork".</p> <p>Agreed – that an assessment needed to be made of what activities (e.g. craning, moorings work, raising masts) would be possible at each level of Covid restrictions.</p> <p>DH reported that the requirement for moorings this year appeared to be just 7 (plus visitors and Pioner) and that the owners felt that, if it had not been possible to crane-in by mid-June, the season would be written off again.</p> <p>Agreed - that the amount of diving needed to reinstate 7 moorings plus one or two extra/visitor moorings should be achievable in one day. If achievable on the same day it would be desirable to swap fresh winter risers onto the inner trot moorings.</p> <p>DF undertook to contact Atlantic Diving to give them a "heads-up" of the Club's intentions and to get an indication from them of whether they could do the work, dependent on Covid restrictions.</p> <p>Agreed – work on the moorings needs access to the Sea Scout Pioner, this is currently not insured by the Sea Scouts as there is no Sea Scout activity currently. DF stated that adding the Pioner to the Club insurance for the time being would not much increase the Club's insurance premium. JD undertook to contact Derek Martin (Sea Scout Skipper) to find out whether this would be acceptable. If so the boat would need to be brought to the Club and berthed in the harbour when Covid restrictions allow.</p>	<p>JD, DV</p> <p>DF</p> <p>JD, DF</p>
12	Race mark retrieval	RJ proposed that it may be possible to recover the race marks ashore within current Covid regulations using one or two Topaz Hulls towed by Meikle. This was felt to be potentially risky but perhaps worth a try if the Pioner could not be made available.	RJ
13	Shore-based training by Zoom	RJ suggested that offering shore-based training and talks using Zoom might be appreciated by the Club members. He could offer "Harbouring Heritage" talks and some shore-based training on tides, weather and charts. He could ask	

		Richard Evans whether he would be willing to offer Racing Rules training. SH and George Hogg had already offered to run a quiz evening by Zoom. All these offers were thought to be worthwhile. RJ and SH to look at possible suitable dates and publicise these to the members.	RJ/ SH
14	Membership update	No new members to note. The membership renewal process started on Monday 11 January, about 20 members had already renewed.	HJ
15	AOCB	CL reported that Oli Bull and his sailing partner (an East Lothian member) had been selected for the RYA Scotland 29er squad development team.	All
16	Date & Location of next meeting	Monday 15 March at 7pm by Zoom.	HJ

Officers of the Club/ Office Bearers of the SCIO:

James Dargie – Commodore – JD (also Commodore under the SCIO Constitution)

Treasurer – David Finlayson – DF (also Treasurer under the SCIO Constitution)

Secretary – Helen Jenner – HJ (also Secretary under the SCIO Constitution and Membership Secretary)

Sailing Secretary – Vacant

Training Principal – Richard Jenner – RJ (also General Member of the Board and Chief

Instructor Dinghy & dinghy bosun)

Social Convenor – Vacant

Committee/Board General members:

Peter Illingworth – PI – (also Harbourmaster, Moorings and Craning co-ordinator)

Sandra Hogg – SH – (also Rowing Secretary)

Chrissie Lane – CL – (also Club Merchandise)

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

Diarmid Hogan – DH – (also Cruiser Liaison)

NOTES

Item 4 Appointments

Suggestion – that “Dinghy Park” be absorbed into the responsibilities of the Membership Secretary. Ground maintenance is a separate position, the dinghy park role really involves monitoring the boats in the dinghy park, who they are owned by, whether the owners are still Club members and taking any relevant action in consultation with the Committee/ Board. As the Membership Secretary administers the register of members’ boats and issues trolley tags and boat stickers this would seem to fall naturally within this role. HJ

Email received from GrahamBull:

Morning Helen, Richard

I am keen to help out and support the club if/where I can. I might be interested in the safety boat and race mark roles. However, as stated earlier, I do not know much about either but

am willing to learn! I have messaged Robin to try and find out more about the safety boat role.

It would seem, on the face of it, that these roles are primarily active at the beginning/end of, or out of, the sailing season, so I could foresee being able to fit these around supporting Oliver's out of area sailing activities which I will need to balance.

I will be happy to take on an apprenticeship role this year if there are experienced members who were willing to provide 'mentorship' through a transition period this year with a view to me fully taking on the roles from next year - that would seem a possible way forward to bridge the knowledge/ experience gap?

Let me know if this idea has any support or interest?

Cheers
Graham

Item 5 Treasurer's Report

Membership: The call for subscriptions has produced a very healthy response to date with just over £1800 paid as of 15/01/2021

Refuse: Refuse collection which had been reduced to monthly has now been suspended by the council and direct debits will not be due until collections resume. I have asked David Vincent to keep an eye on the bins as part of clubhouse duties and I will also do so when collecting mail to check that the public are not filling them. If that happens, we can put rubbish into the bin by the stand pipe but I warned the council that we might have to ask for collections to resume if public usage becomes a problem.

Anticipated expenditure: Legal fees related to the SCIO transfer remain outstanding and my previous comments about excess fees incurred by the council's intransigence still apply. The gutter-cleaning done this week will also be invoiced in the near future.

Covid 19 Grant: I have looked at the new round of Covid grants/loan but I do not think we are eligible for any of these as they now seem to require submission of accounts to verify loss of business.

Bank Signatories: We have four signatories on the account, myself, the Commodore, Richard Jenner and Richard Evans. Since Richard Evans has demitted office it may be that he should cease to be a signatory in which case we need another nominee. However, I am aware that the banks are being particularly bloody-minded about treasurer's accounts at the moment and I have not yet investigated how easy it would be to add a signatory though deletion will be simple. Since it is possible that payments may need to be made to one or more of the existing signatories or family, Richard E is happy to remain a signatory meantime to give us a degree of scrutiny and I am indebted to him for that.

I would suggest that we nominate a new signatory, attempt the adding on-process and make sure that is complete before we delete Richard E.

RYA affiliation fee: The RYA have deferred invoicing this until March and DDs will be collected on 1st April.

Balances as at 15/01/2021

Old account:	£ 1,262.09
New account:	£ 46,730.14
PayPal:	£2,515.79
Total:	£50,508.02

Item 6 Open events

Dates suggested by Richard Evans

Event	Date	HW Inverness	HW ht(m) Inverness	First race Start
Open Day*	Sat 12/6	14:22	4.1	
Ness Cup**	Sun 13/6	14:59	4.1	13:00
Dinghy Regatta	Sat 7/8 Sun 8/8	12:34 13:16	4.0 4.2	13:00 10:30
Cruiser Regatta	Sat 21/8	12:28	4.3	11:30?
Black Isle Challenge Cup	No really suitable date in September based on previous years' tide and start timings			

* Depending on the format the Open day usually runs with a lunchtime high tide to enable access by the lifeboat. It will be the new vessel this year. I remember that the crew mentioned that access on-board was going to be problematic due to a much lower gunwhale to the rear half of the boat. I mentioned this in Committee probably a year ago.

** May does not have any suitable tides for the Ness Cup unless it is decided that the fleet (especially cruisers) can sail against the tide on the return leg(s).

Action carried out between meetings

Accounts for the period to the end of September 2020 were circulated to the Trustees of the SCIO board on 3 December 2020. The Trustees agreed that there were a correct record.