



Main Committee/Board Minutes
Tuesday 24 August 2021 at 7pm by Zoom



	Topic	Information	Lead/ Action
1	Present and apologies	Present – HJ, RJ, JD, DH, MAB, SH, DF Apologies – DV, CL Absent-PI	HJ
2	Minutes of Meeting of 14 June 2021	Approved without amendment – proposed MAB, seconded DH	HJ
3	Matters arising from the Minutes.	None	All
4	Committee and appointments	<p>Noted - that the vacancies for Sailing Secretary, Social Convenor remain.</p> <p>JD reported that he had not been able to contact PI and that the matters which they were to have progressed together had not moved forward.</p> <p>It was agreed that in future years the responsibilities currently attributed to the Harbourmaster could usefully be divided into two or three areas to be undertaken by different people. The Harbourmaster role could be split into three areas: responsibility for moorings; craning; and running the harbour / slipway area.</p> <p>Arrangements for this season's crane-out and subsequent diving works on the moorings needed urgent attention.</p> <p>In the slightly longer term the removal of the harbour shoal and repairs to the east slipway needed to be addressed.</p> <p>Due to the unavailability of PI, DH undertook to progress crane out. He proposed the first week in October depending on the availability of a crane (noting that LAS Plant no longer provide this service). DH to enquire about the possibility of a Club member other than PI being able to be banksman for craning. If this was not possible it may be necessary to use a full "contract" craning service which would increase the cost.</p> <p>In the longer-term DH undertook to take on responsibility for the moorings.</p> <p>JD reminded the Committee/ Board that a Marine Scotland licence would be needed for the removal of the harbour bar, and flagged a need for professional distance on his part due to a potential conflict of interest with his paid employment.</p> <p>DF reported that he was aware of the possibility of grant funding from the Crown Estate and would investigate this further.</p>	<p>DH</p> <p>DH</p> <p>JD, HJ</p> <p>DF</p>

5	Treasurer's Report	Noted. DF commented that, although the current bank balance was healthy, there were considerable expenses expected in the next year or so.	DF
6	Future of Club membership categories	<p>It was agreed that, in anticipation of member participation in an increased number of water sports, changes were needed to the definitions of membership, membership benefits and Terms and Conditions. This would require changes to the Club Constitution/s which would need to be voted on at a General Meeting of voting members, most probably the 2021 AGM in time for membership renewals in 2022.</p> <p>SH and DF had put forward a proposal based on a single class of membership which would entitle all members to take part in all Club activities. There would be differential rates for subscriptions with reductions, for example for Juniors and Students. SH & DF proposed that the income from subs would be reduced but charges would be made for vessels (e.g. dinghies, SUPs, cruisers ashore) stored at the Club which would result in a broadly equivalent income to that raised by the current system. MAB commented that the "devil would be in the detail" to which all agreed.</p> <p>Some questions were addressed as to how subscription rates and storage charges would be decided.</p> <p>Agreed – that the final proposal, once agreed by the Committee/ Board, would need to be circulated to the membership well in advance of the general meeting.</p> <p>Agreed – SH and DF to bring a comprehensive and detailed proposal to the next following Committee/ Board meeting. HJ to bring proposed amended wording for the Constitution/s.</p>	HJ, SH, DF
7	Skip?	<p>Agreed to the hire of a skip for the disposal of obsolete moorings equipment and other items which were "cluttering" the harbour area and dinghy park.</p> <p>DH to action with the intention of hiring the skip after crane out.</p>	DH
8	Training report	Noted with thanks to the training team.	RJ
9	Way ahead for Club dinghies	<p>RJ gave a run down on the current state of the training fleet. In particular it was becoming necessary to do something about the Topaz dinghies- one had a broken mast and it could be expected that the spars on the others would not last much longer. However, the hulls and foils were still in good serviceable condition.</p> <p>It was noted that there was a potential desire for the purchase of other dinghies for Club use but that these would not be part of the training fleet and would require a separate volunteer to undertake to be bosun.</p> <p>RJ undertook to research the options for ensuring an ongoing fleet of dinghies suitable for the Club's training needs and to discuss these with the club's development group before bringing proposals to the Committee/Board.</p>	RJ

10	External key safe for Clubhouse front door	In the treasurer's report DF had indicated that the Club's insurers were content that a key safe would be appropriate. RJ undertook to source and install the safe. Members who already had keys could still use them (there was no intention to change the lock at this time). The combination to the safe would be notified to the current membership in a Club newsletter and to new members as part of their "welcome" letter. The combination could be changed at the start of each membership year and the new combination notified to members as they renewed.	RJ
11	Grounds maintenance	Noted, that Club member Gordon Robinson had been doing an excellent job in coordinating the clearing/ mowing of the dinghy park and harbour area but had received very limited support until very recently. Also noted that, during the year, damage had been done to private dinghies on three occasions, partly due to a lack of knowledge among the volunteers of the vulnerabilities of sailing dinghies but also partly due to boat owners not keeping their boats properly stowed. Decided – that members with equipment in the dinghy park would be notified by Club newsletter (and subsequently notified to new members along with their trolley/ boat tags) that they would be responsible for clearing the ground under their equipment (dinghy, tender, kayak etc) and that the clearing of the avenues between rows of boats would continue to be done by volunteer work parties (boat owners to be encouraged to help with this) and not under boats unless the owner was present.	JD
12	SCIO update	See note to item. RJ to notify Joe Duncan of the AGM date once decided.	JD/ RJ
13	AGM	Date decided – Friday 10 December at 7.00pm. Decision to be made nearer the date on whether this would be held in the Clubhouse or by Zoom. RJ to enter the event in the Club calendar	HJ RJ –(Done)
14	Membership update	New members – Finn Tremlett – Junior Elin and Eloise Robertson – Juniors Niall and Emily Lipp – Family Stephen Crockett – Ordinary Ciaran Howarth – Junior Ronan Howarth – Student Craig Woods – Rowing Edward Heywood-Lonsdale – Ordinary George Murdoch – Rowing Hamish and Ewan Fraser – Juniors Helen Morgan – Ordinary Michael and Elaine Goodall – Family Rowing Tom Donald – Ordinary Alison Parfitt – Ordinary Simon Hewick – Ordinary Carol James – Rowing Senior Gregor Foster and Beth Simpson- Family	HJ
15	AOCB	DH reported that the race marks had been refurbished and reinstalled on 10 July with	

		<p>thanks to those who helped. DH also reported that he and JD had been able to recommission two inner moorings.</p> <p>RJ reported that the Club website, signage, COVID kit etc had been updated when COVID regulations had changed to Zero and post-Zero.</p>	
16	Date & Location of next meeting	Monday 27 September at 7pm. Decision to be made nearer the time whether in the Clubhouse or 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 SCIO 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)

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

Note to Item 5

Treasurer's Report August 2021

Membership: Membership subscriptions have continued over the summer with subscription income for the 20/21 year now at £12,432.00

Combination lock Key Safe: I have had confirmation from the insurers that the type of key safe proposed would be acceptable for insurance purposes.

Moorings & Harbour Dues: I am pleased to report that all moorings and berth holders have paid very promptly for mooring/berthing fees and craning with no reminders being required! It seems likely that a workboat will be required at some stage for moorings work. However, this year's mooring costs (£1,502.42) have been modest while income (£4595) is solid. It would be appropriate to discuss using this surplus to reduce mooring fees or to do additional mooring work to maintain both moorings and the membership income stream from them.

Sea Scouts: The Sea Scouts have paid for a CE fee but my understanding is that we work a reciprocal agreement with them over moorings and the Pioneer berthing and I propose the refund the £40 CE fee but would value board clarification on this.

Skiff Traveller: This event seems to have been a success from the point of view of the participants. Numbers were low but it has raised a modest amount.

Anticipated exceptional expenditure:

1. Training boat maintenance/replacement
2. The removal of the harbour bar and potential problems under the concrete pad on the hard standing are funding concerns
3. Moorings as above

Overall club funds are in a very healthy position.

Balances as at 0/08/2021	27/04/2021
Old account: £ 1,809.49	£1,421.09 (to be closed when SCIO process complete)
New account: £ 57,279.19	£53,267.74
PayPal: £409.44	£618.06
Total: £59,498.12	£55,308.89

Note to Item 8

TRAINING UPDATE TO THE BOARD 24 AUGUST 21

Rowing

- The cox practical session on 26 June was attended by 9 rowers and supported by a RIB so that towing & MOB could be practised.

Powerboat

- The safety boat skills session on 10 July allowed 5 newly qualified PBL2 drivers to practise righting capsized dinghies and recovering a 'real' MOB in to the RIBs.
- We have been approached by Cromarty rowers to put on a PBL2 course as they intend to acquire a support boat. We have offered 11/12 September for 3 students at £70 each and are awaiting acceptance.

Adult Dinghy

- Calum Pearson has continued to organize Level 1 training for 2 adults during Friday evening recreational sailing. The 2 adults are both close to a Level 2 standard and the intention is to identify a Saturday afternoon to consolidate their training and issue certificates.

Junior Dinghy

- Junior week went ahead with 14 sailors after one had to self-isolate. One of the instructors also had to self-isolate as did 2 of the parents who were covering 4 duties. The plan was re-hashed several times but a successful, and I believe enjoyable, week of sailing was delivered. There were too many helpers to name them all here, but a special mention should be given to Marisa who covered the whole 5 days having signed-up for 3 and for Joe who provided an extra day's tuition at short notice. We issued 1 Stage 1 certificate, 5 Stage 2, 2 Stage 3 and 4 Stage 4. All club dinghies apart from the 3 Opis were used.
- The Stage 1 afternoon sailing (26 – 30 July) was challenging because of the weather (too little or too much wind) but all 6 students achieved their Stage 1. Help from Kyle on day 1 and Ali on the other 4 days was very useful (probably essential given the weather which required a lot of 'hands-on'). One of the grandparents has written an article for Chatterbox about the week.
- Dolphins has predictably been even busier than previous years given the number of new sailors we have in the club. We had 16 sailors signed-up for 19 August. We are on the limit of what we can handle with the amount of club boats available, not helped by one of the Topaz having a broken mast. However, rather than rush to replace the mast (circa £800), I propose to take some time to produce some options given that it is now later in the season.

Dinghy Instructor

- The proposed dates for the DI part 2 fell through and after much discussion, it should now go ahead on 25/26 September. Costs have yet to be finalized but the Trainer has accepted an offer of free board & lodging and it is possible that RYA Scotland will pick-up the fee element.

RYA Inspection

- The inspection on 17 August went well in every aspect except the flares were found to be out of date (2020 – 12). Unfortunately, there had been a misunderstanding about who was checking the grab bag contents prior to the inspection. Replacement flare packs (at a cost of £120) were in place for the Wednesday race on 18 August. We now have a stack of out-of-date flares to dispose of which we are removing from the club to our home address for safety and Helen will progress their legal disposal (which will be costly).
- New grab bag contents lists have been made which include the expiry dates of the flares (now 2024 – 12) but the Board needs to decide who is responsible for monitoring the state of safety equipment.

Richard Jenner
Training Principal
19 August 2021

Chanonry Sailing Club, Scottish Charitable Incorporated Organisation – SC049615

Note to Item 9- The spars on the Topaz are coming to the end of their lives (one mast broken recently). Do we replace the spars (circa £900/boat) or start replacing boats? The RS Zest would be my choice at around £3700. RJ

Note to Item 10

We're getting lots of new members, there are very few keys left to handout and I think a key safe will improve our security as it reduces the number of keys in circulation. I believe the issue was perceived to be insurance but unless that is confirmed, I move we go ahead. RJ

Note to Item 11

Agreement is sought toward one of the following options:

- continue with existing system of seeking volunteers to maintain the dinghy park and other environs;
- to require owners to keep the area under their boats clear and use volunteers to keep the lanes between boats clear and maintain the other environs; or
- to get quotes to membrane and hard core the entire dinghy park with a view to reducing the maintenance burden to periodic application of weedkiller.

Note to Item 12

Message received from Joe Duncan (Club solicitor)

Hi Richard

We are getting there – have agreed the terms of the Minute of Waivers and just gone back to the council re the terms of the new agreement to be put in place and security backing that up. Hopefully will get agreed with the lawyer in the next week or two and once that done can get committee agreement to terms .