



Main Committee/Board Minutes
Thursday 29 April 2021 at 7pm by Zoom



	Topic	Information	Action
1	Present and apologies	Present – HJ, RJ, DH, PI, SH, MAB, DV, JD, DF Apologies – CL	HJ
2	Minutes of Meeting of 15 March 2021	Accepted without amendment, proposed RJ, seconded DF.	HJ
3	Matters arising from the Minutes.	Noted that the memorial event for Helen Rowson has been postponed and is now planned to take place on 21 June, to be confirmed.	All
4	Committee and appointments	Noted that the vacancies for Sailing Secretary, Social Convenor and Safety Boat Bosun remain. Noted that Club member Catriona McEwan had expressed a willingness to help with the Social/ catering role. HJ to contact her to find out what, if anything, she had agreed after contact with Janet Witheridge – done HJ	HJ
5	Club Development	Chris Taylor was not able to attend so the presentation on marketing to attract new members was not given. JD shared documents drawing together a series of objectives gathered from the focus groups within the development group. Agreed – that the Committee/ Board would need to agree on which objectives should be followed up, on what timescale, how they would be implemented and who would be the lead for each objective. Agreed- the development group would put together a list of achievable “quick wins” to be implemented this year and present this to the next Committee/ Board meeting. RJ reported, with reference to increasing the membership and number of activities supported, a good take-up already for junior dinghy training. Also that, through Highlife Highland, 2 sessions were planned in the same week as Junior week for SUP and sit-on-top kayak activities for local juniors.	JD/Development group
6	Treasurer’s Report	See note to item below. DF requested that the Club buy no more “kit” (boats, SUPs etc) until a demand for these had been confirmed and purchase agreed. DF requested further decisions on building up/ setting aside reserve funds for the moorings and Club facilities. Agreed – to set aside £2500 for a moorings reserve fund and to levy an extra £100 charge on mooring holders from 2022 onwards to build up the reserve. Agreed – that a facilities reserve was desirable but would not be implemented until the Club development plan was more fully developed.	

		DF advised that any future grant applications (for instance for improved disability access) would be more likely to succeed if the Club could show that it was taking steps to put aside funds for the purposes for which grant was sought.	DF
7	Moorings, craning and harbour	<p>PI reported:</p> <p>a) The grass needed cutting before crane-in. JD to contact Gordon Robinson who has been co-ordinating grounds maintenance.</p> <p>b) The "void" under the car park needs investigating once the cruisers are in the water. Agreed – that a couple of small "test" holes would be drilled and the condition of the ground ascertained after crane-in.</p> <p>c) Repairs to the ladder on the south wall of the harbour were in hand.</p> <p>d) Diving work on the moorings is scheduled for 12 May with 14 May as a reserve date. Crane-in is scheduled for 29 May. Covid risks assessments were in hand.</p> <p>e) Moorings material had now been bought and collected. PI to ask Club member David Cameron to help him assemble these.</p> <p>f) Noted the possibility of more major expense in 2022 as some risers would need replacing.</p> <p>g) Gael Force had quoted £100 +VAT each for two visitor mooring strops to include pick-ups – agreed to go ahead.</p> <p>h) PI would check with Club member Peter Jansen when the Pioner would be available – it is required for the diving work on the moorings.</p> <p>i) PI had two enquiries regarding new mooring holders.</p> <p>j) Slipway – PI proposed using chemical weed remover approved by SEPA – JD advised that mechanical removal of the weed was already well underway and that he was sourcing equipment to be used regularly in future in conjunction with the Club pressure washer. JD would ask the membership for someone to volunteer to co-ordinate slipway cleaning.</p> <p>JD advised that, with help, he had surveyed the harbour shoal and calculated a volume of material to be removed of 121.7 cubic metres. However, part of the shoal extends southwards into an area which is both a Special Area of Conservation and Special Protection Area for Birds.</p> <p>Agreed- JD and PI to continue with fact-finding and, in due course, to present the Committee/ Board with a proposal for a licence application to Marine Scotland.</p> <p>Noted – that a licence for works on the slipway would require a separate application and that licence applications incur a considerable fee.</p>	<p>JD</p> <p>PI/JD</p> <p>PI</p> <p>PI</p> <p>JD</p> <p>JD/PI</p>
8	Open day	<p>See note to item.</p> <p>Agreed – not to hold a "full" Lifeboat Day/Open day in 2021 as recording numbers and contact details for Track and Trace was not felt to be practical.</p>	

		Agreed – to hold 3 Sunday afternoon “Sunday Fun Days” – open to Club members and possibly to others but on a sign-up basis. These events would be to promote existing Club activities and membership and also to promote other activities such as kayaking and SUPs. Dates agreed -27 June, 11 July, 15 August. The Club development Group to take this forward. HJ to tell Liz Watson (Lifeboat Fund Raising Committee) this and to ask whether the “Lifeboat ladies” would want to provide catering for these “Fun Days” with profits to the RNLI. – done HJ.	Development Group, HJ
9	Sailing and rowing programme	Having decided on the “Sunday Fun Days” HJ to inform Richard Evans so that he could produce an amended dinghy racing and recreational sailing programme - done HJ.	HJ
10	New cover for Lake Tekapo	Agreed – Option 3. HJ/RJ to order the cover done HJ.	HJ/RJ
11	Membership update	New members - Associate member Mike Campbell, Family member Andrew Henderson, Ordinary member Rory Mair, Family member Sinclair Browne. Also 9 new Junior members “pending” who have signed-up for Junior week and a couple of new adult members “pending”.	HJ
12	AOCB	DH – noted that he had volunteered to take the race marks ashore for maintenance. Agreed – to do this after crane-in and then in stages so that some marks would always be available. The Committee noted with sadness the recent death of Club ex-member Eddie Ralson. JD welcomed Marisa to the Committee/ Board, all agreed.	All
13	Date & Location of next meeting	Monday 14 June 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 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)

NOTES

Item 5 – Treasurer’s report

Membership: Membership subscriptions have continued to accrue slowly with subscription income for the 20/21 year now at £9,604.00

Refuse: Refuse uplift has been re-instated at monthly collections. This can be upgraded to fortnightly if required.

Reserve Policy: To be discussed and confirmed. Existing policy allows for transfer of £2000 to safety boat fund each year. Historically, the moorings reserve was created by the income from sale of moorings leases. These have now moved to an ‘as used’ basis and fees are set to cover maintenance costs. The moorings group had decided to include a small uplift to build a reserve. In view of the effects of the pandemic on cruiser activity it has been agreed to hold mooring fees at the old level which should cover maintenance costs this season.

RYA fee: The RYA affiliation fee has now been paid after the three-month grace period.

Covid grant: Approximately half the Covid grant of £10,000 has been used for specific items such as Meikle and additional cleaning materials. The remainder will offset any reductions in income this season especially from the lack of fundraisers which would have been held in the first 2-3 months of the year.

Gift Aid: Gift aid of £67.93 has been successfully reclaimed on larger donations made for the financial year up to 30/09/2021. A further application will be made for this financial year before year end accounting. Any member making a donation of over £20 should be reminded that they can now claim gift aid on such donations. Should they wish to do so they should inform the treasurer when making the donation.

Balances as at	09/03/2021	27/04/2021
Old account:	£ 1,421.09	£1,421.09
New account:	£ 51,459.16	£53,267.74
PayPal:	£2,600.37	£618.06
Total:	£55,480.65	£55,308.89

In spite of additional expense of insurance and RYA fee, the balance has remained healthy due to subscription income and one new member who has paid his mooring fee upfront pending the upcoming maintenance.

David Finlayson

Treasurer

Item 7 Open Day

We had discussed the possibility of holding an Open Day/ Lifeboat day on 12 June but, I think, had not come to a firm conclusion. I have contacted Liz Watson (Lifeboat committee) who says they would be happy to cater either indoors or outdoors (gazebo?) depending on the COVID restrictions at the time. 12 June is fast approaching so a decision should be made at this meeting.

Item 10 – New cover for Lake Tekapo

The cover on Lake T needs replacing – it is not reparable.

Options:

1. “Short side” PVC cover from Trident (similar to the current cover) - £203.22 delivered
2. “Short side” breathable cover from Trident -- £260.82 delivered.
3. “Deep side” breathable cover from Creation Covers - £312 delivered (if this is the chosen option RJ would undertake to restore the hull colour).

Actions carried out/decisions made between meetings

Re SCIO Progress

It had been decided that it was not necessary to write to the Ward Councillors regarding the lack of progress on the clubhouse deeds. This was because the Council Legal department had instructed the Council Estates department, soon after the Committee/Board meeting of 15 March, to undertake the transfer. The Estates department are now in direct contact with the Club's solicitor, Joe Duncan.