



# COMMITTEE MEETING MINUTES

Russell Boating Club

Key action items in **RED**

11<sup>th</sup> July 2022 @ 1730 Date | time

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## In Attendance

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Bruce Mitchinson, Barry Newland, Trish van der Sande, Ian Holt, ~~Joel Page, Jed Roberts~~, Helen Thomassen, Scotty Thomassen, Mark Thomson, Steve Pepperell, Mike Bennett

**Apologies:** Joel Page, Jed Roberts

**Motion:** Apologies be accepted. Moved: Bruce. 2<sup>nd</sup>: Scotty. Carried

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## Approval of Minutes from previous meeting

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The minutes from the previous committee meeting were read and approved as accurate.

**Motion:** Minutes be approved. Moved: Barry, 2<sup>nd</sup>: Ian. Carried

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## Matters Arising from previous meeting minutes

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- Nil

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## Health and Safety

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- Rear deck to kitchen is very slippery when wet, requires water blasting. **Barry will water bast the rear deck this coming week.**

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## Financial Report

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- Several large one-off expenses last month. Insurance cost increase as a result of the building replacement value increasing. Audit fee of \$3,507, survey planning fee of \$870, final YNZ fee of \$1,706.
- The committee agreed that to hold off on the 2022/23 YNZ payment.
- Membership invoices will be sent out at the end of August.
- Kitchen ongoing losses discussed. Agreed to form a Kitchen/Bar sub-committee. More detail below.

**Motion:** The discussion points were agreed, the Financial Report be accepted and Payments Approved. Moved: Bruce, 2<sup>nd</sup>: Barry. Carried

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## Membership

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- **Motion:** Mike and Ellen Bennett be accepted as club members. Moved: Bruce, 2<sup>nd</sup>: Mark. Carried

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## Correspondence Report

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## Inwards:

- Valuation report and Certificate received from valuer
- A club member would like to use the club rooms to loft out materials for sails. Approved
- Discussions with DOC re renewal of lease for areas of the club that are on their land is ongoing. The old lease expired in 2012. Also renewing the license to use the grassed area for Tall Ships – **Bruce.**

## Outwards

- Nil

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## Sub Committee Reports

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### Social & Events

- Sub-committee members elected: Helen Thomassen, Scotty Thomassen, Shelly Te Uki, Kay Whalen
- **Motion.** The above-mentioned members be elected to the Social & Events sub-committee. Moved: Bruce, 2<sup>nd</sup>: Barry. Carried

### Building & Maintenance

- Sub-committee members elected: Bruce Mitchinson, Scotty Thomassen
- **Motion.** The above-mentioned members be elected to the Building & Maintenance sub-committee. Moved: Bruce, 2<sup>nd</sup>: Barry. Carried

### Kitchen, Bar & Cleaning

- Sub-committee members elected: Helen Thomassen, Trish van der Sande
- **Motion.** The above-mentioned members be elected to the Kitchen, Bar & Cleaning sub-committee. Moved: Bruce, 2<sup>nd</sup>: Scotty. Carried
- Committee believes we should be advertising our Menu widely. It was suggested that our Menu should have 3 or 4 items that remain the same and then a couple of new selections added from time to time. Also, the menu should be costed. **Helen and Trish to discuss with Kitchen Staff**

### Sailing

- **Motion.** The existing sub-committee members be re-elected. Moved: Bruce, 2<sup>nd</sup>: Mike, Carried

### Tall Ships

- No sub-committee elected at this stage, Bruce to arrange a meeting next month to kick the process off where a sub-committee will be elected.
- Tall Ships Regatta task list needs documenting.
- Regatta planning to kick-off in September.

### Youth Sailing

- Sub-committee members elected: Jay Howell, Mark Thomson, Mike Bennett
- **Motion.** The above-mentioned members be elected to the Youth sailing sub-committee. Moved: Bruce, 2<sup>nd</sup>: Ian. Carried

### Etchell's

- Sub-committee members elected: Steve Pepperell, Barry Newland
- **Motion.** The above-mentioned members be elected to the Etchell's sub-committee. Moved: Bruce, 2<sup>nd</sup>: Scotty. Carried

### Slipway, Dinghy Dock & Moorings

- Barry re-selected as Slip-master.
- **Motion.** The above-mentioned member be elected as the Slip-master. Moved: Bruce, 2<sup>nd</sup>: Helen. Carried

- On Thursday this week HydroTec will visit the Slip-way to look at the task of removing approximately 6m3 of contaminated mud so they can price the job. The Club's resource consent for the Slip-way requires us to get the mud at the bottom of the ramp tested annually

#### Fundraising

- **Barry to approach a club member to takeover this role**
- The printed calendar is not going ahead this year as no one has come forward to undertake the task.

#### Merchandise

- Nothing to report

#### Liveboards

- Mark Thomson has agreed to be a representative for the Liveboards
- **Motion.** The above-mentioned member be elected as the Liveboards representative. Moved: Barry, 2<sup>nd</sup>: Bruce. Carried

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### General Business

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- **Ian to approach YNZ Northern Regional Development Manager, Hayden Whitburn** regarding the timing issue we have with YNZ electronic membership cards expiring at the end of June and our membership renewal not happening until September. As a result, club members will not have an electronic membership card for several months.
- Scotty suggested we build a small cabinet under the TV to house the new PA system.
- Alternative Club membership cards. As a result of many members requesting that we have our own cards Bruce suggested the club print some plastic membership cards. Bruce presented several samples for the committee to view. It was suggested that we find a sponsor to cover the printing costs. Their logo could be printed on the reverse side.
- **Motion:** That the club print its own Membership cards. Moved: Bruce, 2<sup>nd</sup>: Mark. Carried
- New Facebook page rules presented by Helen. These rules are:
  1. Please remain polite when posting comments. Personal attacks or threats will be deleted immediately and the members responsible will be blocked from the page.
  2. Naming and Shaming' is not permitted. Please make your concerns known directly to the people or businesses concerned.
  3. Commercial advertising is not permitted. Only members of the Russell Boating Club are allowed to place adverts on this page.
  4. Political debate or posts are not to be made on this page. Any such posts will be deleted.

Helen also said that committee members will be able to post directly to our page while other group members will require their post approving before it can be viewed by visitors to the page.

**Motion:** That the above Facebook group rules be accepted: Moved: Helen, 2<sup>nd</sup>: Steve, Carried

- Ian suggested that we add our Open Mic night rules to our web site
- Ian checked that committee members were happy with their personal phone numbers being published to our web site. All were happy.
- The Clubs Mailchimp footer needs updating. Helen
- New PA System. Helen and Scotty have quotes from several suppliers. They will present a recommendation to the committee for approval as soon as they have made their selection. If this is prior to the next meeting then it will be presented via email.
- **Trish to refresh the membership costs on our membership application form and forward to Ian so our web site can also be updated.**

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## Items for Mainsheet

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- Head shot and a brief Bio for each of the committee members to be sent to Helen with head shots being copied to Ian for our Web site.

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## Next Meeting

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Monday 8<sup>th</sup> August at the Russell Boating Club

Meeting closed at 1945

Minutes taken by: Ian Holt

Signed by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_