



COMMITTEE MEETING MINUTES

Russell Boating Club

Key action items in **RED**

11th May 2026 @ 1730 Date | time

In Attendance

Bruce Mitchinson, Mark Thomson, Fletcher Sunde, Trish van der Sande, ~~Mike Bennett~~, Ian Holt, Barry Newland, Helen Thomassen, Stephen Pepperall, Geof Lyman

Two thirds of committee members present required for a quorum (6).

Apologies: Mike Bennett

Motion: Apologies be accepted. Moved: Bruce, 2nd: Fletcher. Carried

Approval of Minutes from previous meeting

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

Motion: Minutes of the March and April meetings be approved. Moved: Bruce, 2nd Helen. Carried

Matters Arising from previous meeting minutes.

- Nil

Health and Safety

- Nil

Financial Report

- The April financial accounts were circulated prior to the meeting by Trish.
- The April result included significantly higher than budgeted bar purchases and a one-off payment of \$4K lease establishment to DOC.
- Other significant payments included service fees for five of the club's six moorings. The club's mooring off Russell Beach also required a mooring block replacement which will show up in the May accounts.
- Ian will have a more detailed look at what returns the moorings generate for the club.

- Special club nights with live entertainment are making a significant difference to our Bar and kitchen sales.
- Accounts for last FY have been delivered to club's accountants. A divisional breakdown will be included in this year's financial statement.
- The draft 2026/27 budget was reviewed. Increasing costs in many areas have resulted in the budget showing a small loss for the year so a key focus on fund raising will be required to balance the books. Several small changes were discussed including increasing the annual slipway sales to \$8,000. The committee also agreed on recommending a 3% membership fee increase to the members at the June AGM.
Motion: That the committee recommend a 3% membership fee increase to the members at the June AGM. Moved: Bruce, 2nd Fletcher, Carried
- Bank Account balances are available to Club Members on request.

Motion: That financial reporting is an accurate record of the accounts to the end of April, 2026 and payments are approved. Moved: Bruce, 2nd: Stephen, Carried

Membership

Motion: That the following people be accepted as club members:

- Alister Jackson

Moved: Bruce, 2nd: Geof. Carried

- Membership cards. The new membership cards are now available and will be distributed to members via the bar over the next month. Trish will manage the card distribution.

Correspondence Report

Inwards:

- The club has had an enquiry from a member regarding the use of the Kitchen during lunchtimes. A key consideration will be how to manage food supplies. The committee agreed to discuss the request with the club's chef.
- An enquiry has been received regarding the use of the Russell Boating Club for music and drama events as an extension to similar events at the Turner Centre in Kerikeri.
- The club was declined involvement in the Hospitality NZ assistance programme.

Outwards

- The club's membership numbers have been passed onto Yachting NZ.
- A Yachting NZ club affiliation survey response has been submitted.

AGM

- Meeting date: 14th June kicking off at 1600 hrs
- Notice of meeting will be sent out via Mainsheet later this week.
- Geof to ask Dallas if she would be available for the guest speaker slot. The Guest speaker slot will be moved to the end of the meeting.
- The Bar will open just prior to the meeting at 1530 hrs.
- The committee will consider putting a motion to the meeting regarding the sale of the Russell Beach mooring to fund much needed bar cool room upgrades.
- Ian proposed a minor rule change regarding BYO liquor at the clubhouse.
- The committee also discussed the idea of putting a motion to the AGM regarding the use of 'Building Funds' to begin the concept design work for the club house renovations. Having a good concept design and perhaps models of the renovated club house should help with fund raising.

Sub Committee Reports

Social & Events – Helen Thomassen

- Activates
 - Russell Round Robin 2026 – RBC is the current trophy holders so will be the host club this year. The club's dart board needs replacing and the pool table requires minor repairs. Barry suggested that the RBC team should have a team Tee shirt this year.
 - The Elliot 5.9 regatta may happen again this year during early September.
- Ongoing: Helen would like the club house hire agreement changed to include the requirement for a bond to cover any food costs that might occur if an event is cancelled last minute. Helen to review the changes that Ian has made to the hire agreement.

Building & Maintenance – Bruce Mitchinson & Geof Lyman

- Ongoing: Shower hot water, or lack of, still causing issues. A plumber has been engaged to change the solenoid valve.
- Ongoing: Power upgrade to the main kitchen gas oven and outlook lighting sensor replacement still to be completed. Waiting on the electrician.
- Ongoing: Larger pile at the top of the jetty ramp needs replacing. Bruce to approach Total Marine for a pricing estimate.
- Ongoing - The Kitchen requires another deep clean so Geof will organise a working bee when things quieten down a little. Geof also suggested that the Kitchen only requires relatively minor upgrades to ensure it passes the next Council check.
- Ongoing - Barry proposed that we re-shape a dead tree adjacent to the chained reserve entrance and then mount the recently donated rudder to it. We would add an oversized club logo to the rudder blade. See note above regarding next working bee.
- Ongoing: Bruce to look at reconditioning the Cool Room bar side glass doors.
- Ongoing: Cool Room Refrigeration upgrade project. North Freeze has quoted the upgrade at \$11k but currently there isn't any budget available for this or the glass door upgrade project.
- Ongoing: Geof and Bruce to kick off a project aimed at replacing many of the bolts in the club house piling structures. Paul to assist with the purchase of the new Stainless

Fastenings.

Update - bolts will now be installed post-Christmas. Replace the walkway corner pile at the same time.

Kitchen, Bar & Cleaning – Fletcher Sunde, Helen Thomassen & Geof Lyman

- Helen, Fletcher, Geof and Kaye working on a new menu that will help with kitchen efficiency improvements. Geof will price the new menu this week.
- **Ongoing: There is a roof leak above the gas cooker. Barry to discuss with Phil.**
- Cool room shelving required. The use of plastic crates may be a better idea.
- Mould has been found in and around the Bar area. The Bar area requires regular cleaning to control mould growth.
- The excess Tall Ships liquor stock needs moving back into the chiller room for security reasons.

Sailing – Stephen Pepperell & Mike Bennett.

- Draft racing calendar covering the winter series and next seasons racing has been created.
- The Sailing sub-committee will meet this week.
- Fletcher suggested that some of the post-Christmas weekend events get moved forward to before Christmas to allow more time for other events.

Tall Ships – Bruce Mitchinson, Barry Newland, Ian Holt, Fletcher Sunde, Stephen Pepperell

- Nothing to report

Youth Sailing – Mark Thomson

- Nothing to reporting

Slipway, Dinghy Dock & Moorings – Barry Newland

- Ian to check the notice period on the mooring agreement. These agreements cover a 12-month period from the time of signing.
- Ongoing: The slipway cradle needs a clean-up and repainting in places. A focused working bee might be the best option.

Fundraising – Stephen Pepperell & Fletcher Sunde

- Helen advised that the Lotteries Grant application has been submitted and the date for decision is 14th May 2026.

Merchandise

- Nothing to report.

Liveboards

- Nothing to report.

General Business

- Bruce confirmed that the fireplace chimney has recently been cleaned.
- Fletcher suggested that we arrange a club Letter Box by the DOC carpark. An application to NZ Post has been made.

Items for Mainsheet and Club Calendar

- Suggestions to Mark by email

Next Meeting

17:30 Monday 8th June 2026, at the Russell Boating Club

Meeting closed at 19:53 hrs

Minutes taken by: Ian Holt

Signed by: _____

Title: _____

Date: _____