



# COMMITTEE MEETING MINUTES

Russell Boating Club

Key action items in **RED**

11<sup>th</sup> September 2023 @ 1730 Date | time

## In Attendance

Bruce Mitchinson, , Helen Thomassen, Scotty Thomassen, Kevin Philpott ,Mark Thomson, Fletcher Sunde  
Trish van der Sande

**Apologies:** Ian Holt , Barry Newland, Stephen Pepperell, Mike Bennett

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

## Approval of Minutes from previous meeting

Apart from the private club hire request for 5<sup>th</sup> December 2023 incorrectly noted as 9<sup>th</sup> December 2023.

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

## Matters Arising from previous meeting minutes

- Nil

## Health and Safety

- **Ongoing:** Jetty ladder – Kevin has looked at options to improve the existing ladder at the end of the jetty. As the existing ladder aids people to get in and out of dinghy's, but does not have a bottom rung to allow exit from the water, the simplest solution is to add another ladder. Kevin noted that the folding type ladders need to have the bottom rungs tied up clear of the water so that oysters don't grow on them, making them difficult to use.
- **Ongoing:** Causeway repair – Bruce to contact Ross Norman to discuss temporary repairs for summer. Council have engaged engineers to look at a permanent upgrade and it is important to ensure that any temporary works do not compromise these works.
- **Ongoing:** The ladder used to access the header tank in the club will be swapped out with the current slipway ladders. Fletcher to investigate obtaining a base for the ladder to work with the ramp slope.
- Fletcher is carrying out a current health and safety review of the slipway and has summarised his findings in an email being circulated for discussion.

## Financial Report

- Trish presented financial accounts for August and September for discussion and approval of payments.
- Trish advised that the term deposit accounts had been rolled over to a new term. It was noted that interest rates had increased for term deposits.
- It was noted that the funds for the new optimist sails had been transferred into our account from Pub Charity.
- It was noted that there was sufficient funds in the accounts to make payments owed to creditors.
- Purchase of a new deep fryer to replace the broken deep fryer, at a cost of \$2,873 incl gst had been previously approved by the committee, by email, as this was an urgent replacement.

- **Ongoing:** End of year accounts Auditing – it was noted that at the recent AGM there appeared to be support for not having accounts formally audited at the end of the year. This still needs to be voted on by members at a special general meeting later in the year.

**Motion:** That financial reporting is an accurate record of the accounts for the last two months and payments are to be approved Moved: Bruce 2<sup>nd</sup>: Scotty. Carried

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## Membership

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

Stephen Peneniket

Dylan Shaw

Sandra and Kevin Drinkwater

Moved: Bruce 2<sup>nd</sup>: Mark. Carried

- Stephen to check with Paula regarding welcome pack brochure for new members.

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## Correspondence Report

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Inwards:

- Trish has received a request for extended bar hours for the Don Fletcher 70<sup>th</sup> birthday party on the 9<sup>th</sup> December 2023. It was noted that this would mean an application for special liquor licence, which is not easy to obtain. Trish to check when the party is likely to finish, and advise that our hours are restricted to 10:00pm close during weekdays, in consideration of residential neighbours.
- Resignation letter from Maddy, as Bar Manager, was received today. Under her contract 4 weeks notice is required therefore her last day will be Wednesday the 11<sup>th</sup> October.
- Fletcher has requested a club hire for a meditation training course over a few weeks. Hire charge was discussed and it was noted that Ian had circulated our club hire application form that covered these charges for paid events. It was agreed that the policy of half price for members hire applied in this instance.

Outwards

- Mark advised that out of courtesy to one of our racing sponsors he contacted Willis Sails to give them the opportunity to quote for the optimist sails. Mark noted that they responded, and that they don't supply dinghy sails.

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## AGM – Summary/ Action Points

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- **End of year Accounts Auditing** – A vote on this was not called at the AGM, as this significant rule change should be voted on when there is a quorum present.
- **Yachting NZ Affiliation Fee increase** – A vote on this was not called at the AGM, based on feedback from some members, at the first meeting, that this needed further discussion in order for informed decisions to be made.

- **Covid Response Repair** – Scotty read out his summary of the meeting held with members affected by the vaccine pass restrictions. The committee discussed the actions taken at the time, in response to the concerns that Scotty summarised, and the proposed course of action that the Club close to all members, to avoid discrimination, should another similar event occur. The uncertainty of future events, and the financial implications of closing the club meant that the committee was unable to set this in place as policy. It was noted that further discussion was needed to resolve this issue.

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## Sub Committee Reports

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### Social & Events

- Latin dancers confirmed for Thursday evening once a month
- Kevin's guitar and ukulele practice is confirmed for every second Thursday 3:30-5pm
- Mark Taipari INXS Show confirmed for 21<sup>st</sup> October, tickets through Eventfinder
- Hello Sailor confirmed for 25<sup>th</sup> November.
- It was agreed that tickets for Hello Sailor and Mark Taipari shows can be raffled as a club fundraiser.
- A private 70<sup>th</sup> birthday party hire has been requested for the 5<sup>th</sup> December. This event is still to be confirmed.
- Jay and Sandra's presentation, on the 8<sup>th</sup> September, on their trip to the South Island, was a full house. Mark noted that Annie Hill had agreed to do a presentation on her sailing adventures.
- Helen has been in discussion with Frank regarding cinema nights at the club.
- Club Round Robin event finale tomorrow night at the Bowling Club.
- Ongoing: It was agreed that the koha bucket will be presented for our local music nights in order to raise the \$200 required for plugs and leads for the stage.

### Building & Maintenance

- Nice to have building maintenance proposals to investigate:
  - New toilets and cisterns
  - New flush system for the existing urinals or replace with new
  - New vanity for woman's toilets
  - Look at options to Increase waterflow to toilets.
  - New vinyl flooring
  - Painting of toilets
  - Replace club main entrance door
- Scotty has found a volunteer to check the bore. Some pipework is leaking and needs repair.
- Scotty has prepared a list of jobs for the next working bee, on the 24<sup>th</sup> September, focussing on wharf decking repairs.
- A level indicator on the water tank, has been purchased by Dudley Smith, who has volunteered to take care of this, if the club covers the cost of the materials.
- Meeting to start getting interest back into raising the club to be confirmed.
- Mark requested that the area around the Junior Sailing shed is made safe, where the retaining wall has been undermined, is made top priority.
- Scotty advised that Martin Allen had volunteered to concrete-in the bollard that holds the chain barrier to the reserve. The bollard was knocked over by the contractors erecting the marquee for the last Tall Ships regatta.
- **Ongoing** – Bruce still in discussion with DOC regarding renewal of lease for areas of the club that are on their land. The process has halted while Helen Ough Dealy, the DOC representative looking after this, is away on leave . Aim to get this resolved before summer.
- **Ongoing** – Phil Sweetapple about to start work on the roof repair.

## Kitchen, Bar & Cleaning

- Tables are being moved around in the club and in particular tables and chairs are being put up on the stage. This means a lot of work for open mike night and dance night to clear the space. Kevin suggested that club members are requested to assist on these nights.
- Ongoing: further discussion about whether a bar discount card should be introduced as a benefit for members and an incentive for non-members to join the club.
- Stephen is working on the drinks menu with updated drinks pricing and has noted that this may need review for pricing and types of drinks on offer.
- **Ongoing** - New road signage required to help promote the Boat Club Bistro

## Sailing

- Sailing/ racing meeting held on the 30<sup>th</sup> August at 6pm. Summer racing calendar to be confirmed.
- The remote control yacht regatta hosted last year was suggested as becoming part of the regular racing calendar.
- Hosting a dinghy sailing event was suggested to promote sailing.
- It was suggested that having a sailing committee member on the general committee would help with more club support. Mike Bennett agreed to be liaison.
- Bay Sailing Week organisers were still looking for volunteers from the RBC, for the event.
- Caters Buoy has been re-anchored, and coordinates posted on the racing marks chart on the website
- The committee supported Jay Howells adult sailing courses to commence on the 19<sup>th</sup> September
- **Ongoing** - Application for club racing in the Marine Mammal Sanctuary is still with DOC waiting approval.

## Tall Ships

- Saturday 6th January is the proposed date for the 2024 Tall Ships regatta.
- Organising meeting held on the 2<sup>nd</sup> September at 3:30pm covered most of the on the land functions, including hangi and bar operations.
- Next meeting to focus on the race organisation.
- Millenium Cup organisers have been approached and are keen to promote the event.

## Youth Sailing

- Further discussions are underway with Russell School regarding Yachting New Zealand Rūhā school sailing programme, which is replacing the current youth sailing programmes.
- Mark advised that the training with YNZ to run the youth sailing programmes, has been postponed.
- **Ongoing** - Detailed plans and a resource consent will be required before the proposed youth sailing shed alterations can proceed.

## Etchell's

- Stephen and Mike have a plan for upgrading the club's 2<sup>nd</sup> boat. Bruce noted that Karl Taylor has been working on the 2<sup>nd</sup> boat and he should be consulted to start the process.
- **Ongoing**: -It was agreed that we will call the first Etchell, "Matawhi Bay". This and the second boat will be officially named at a ceremony next spring.
- **Ongoing**: - Sponsorship – look to gain sponsorship to help cover the ongoing running costs of the boats.

## Slipway, Dinghy Dock & Moorings

- Bruce advised that Barry was coordinating the haulout schedule, with Fletcher and John Grant assisting with slipping the boats.
- Direct credit payments to be arranged for mooring leases.
- It was suggested that club membership is a prerequisite for leasing club moorings going forward.

## Fundraising

- Further discussion on charitable trust status needed before going down this path.
- Mark advised that our funding application new Optimist sails , has been approved by Pub Charities.
- Fletcher is working on fundraising for our sailing programme and Tall Ships Regatta.
- **Ongoing** - Need to replace the Duke as a club major sponsor. Bruce to meet with the Duke's owners.

## Merchandise

- Nothing to report

## Liveboards

- **Ongoing** -Mark is looking at a way of establishing a contacts list for all club members who live aboard at Matauwahi Bay

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## General Business

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- Ongoing -Tony Hanlon is assisting with identifying and naming all club related photos on the club house walls
- Ongoing - Trish to discuss with Brent to check feasibility of infrared camera lighting for the wharf security camera.
- Kevin noted that there was a problem with dinghy's being locked up and tied up to the wharf for extended periods, as they restricted access for frequent users and often needed bailing out or rescuing from sinking. Limiting the time dinghy's could be tied up to the wharf was discussed and it was suggested that a sign is put up to advise that dinghy's would be removed if tied up for longer than the stipulated period. Kevin to put forward a proposal for signage.

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## Items for Mainsheet and Club Calendar

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- Mark suggested including a commentary on the financial position each month.

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## Next Meeting

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17:30 Monday 9<sup>th</sup> October 2023, at the Russell Boating Club

Meeting closed at 20:35

Minutes taken by: Bruce Mitchinson

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

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

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