



COMMITTEE MEETING MINUTES

Russell Boating Club

Key action items in RED

14th April 2025 @ 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~~

Apologies: Mark Thomson, Stephen Pepperall.

Motion: Apologies be accepted. Moved: Bruce 2nd: Barry. Carried

Approval of Minutes from previous meeting

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

Motion: Minutes be approved. Moved: Bruce, 2nd: Fletcher. Carried

Matters Arising from previous meeting minutes.

- Nil

Health and Safety

- Ongoing: Brett has agreed to build a cover for the winch drive belts.

Financial Report

- The March financial accounts were presented by Trish.
- Month-end result was a loss of \$2.6K against a budgeted profit of \$2k.
- Year-end cash basis result is a small loss of \$1.9k
- Bar profit and Operating expenses slightly below budget.
- \$6k was transferred back to the building fund before the end of the financial year.
- The 2025/26 draft budget was presented by Ian for discussion. Key points from this discussion were:
 - Kitchen R&M set at \$5k
 - Operating expenses generally increased by the rate of inflation – 2.5%
 - Power costs increased by 15% which is line with the expected increases from power company's
 - Mooring rental and slipway fees increased from May

- Racing fees increased to ensure they cover the total cost of racing
- The Kitchen operational model in the budget is similar to the existing lease arrangements however this will depend on who takes over from Alvaro.
- Kitchen and Bar opening days were discussed with general agreement that, if possible, we limit the 5 day opening months to January and February only. All other months will be the standard 3 day weeks.
- Ongoing: Club house hireage continues to provide a financial benefit to the club. Stephen to look at putting a flyer together to help with promoting the club house as a venue.
- Ongoing: Joel has ordered a meter so that we can check long term power usage of the club's refrigeration units.
- 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 March, 2025 and payments are approved. Moved: Bruce, 2nd: Helen, Carried

Membership

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

- Steve Berley & Cynthia Kopeck
- Christine and Kelvin Moses

Moved: Bruce, 2nd: Barry. Carried

- Stephen to correct an error in the descriptions for Associate memberships on the membership forms available at the Bar. The descriptions should align with our club rules and web site.
- Ongoing: Mike and Fletcher will meet with a past member to discuss in more detail why they have decided not to renew their club membership this year.

Correspondence Report

Inwards:

- Kitchen vent cleaning – ComDuc will clean the kitchen extractor vent in May. **Bruce to check if this is a requirement of our insurance policy. If not, then we have the option of arranging for club members to undertake the task.**
- Email received from the club's accountant with a sample of the club's 2023/24 results formatted in a way that is acceptable to the new Incorporated Societies Act. They also detailed what financial information is require for them to compile the 2024/25 year end results.
- Email received from YNZ with details of the 2025/26 Affiliation fees and a spreadsheet that the club need to complete to capture current membership details.

Outwards

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Sub Committee Reports

Social & Events – Helen Thomassen

- Activates
 - Country Dance Night with Any Xcuse and Jo's Boot Scootin' – Sunday 20th April
 - Evenstar – 5-piece dance band – 3rd May
 - Open mic night – Sunday May 4th
 - Wine Tasting Night - 23rd May
 - Youth Sailing fund raising night at the Nauti Penguin – date TBC
- Ongoing: Helen investigating band options for next year's Tall Ships.

Building & Maintenance – Bruce Mitchinson

- The working bee held last month was successful.
- Fireplace flue has recently been cleaned.
- Burce has submitted the Doc lease renewal application paperwork.
- New Dock – the club has been offered a second-hand dock that is significantly larger than the current dock. It's also in very good condition. The club will require a variation to its existing Resource consent which means we will need to store the dock for several months while this process is underway. Bruce will check if it's still available and Andrew Riddell has offered to assist with the resource consent.
- There are at least two jetty piles that need replacing.
- Ongoing: The planned upgrade to the bathrooms is progressing. Fiona and Helen submitted a grant application to cover the costs of this upgrade. See Fundraising section below for more details.

Kitchen, Bar & Cleaning – Fletcher Sunde & Stephen Pepperell

- Kitchen and Bar open 3 nights per week from April 14th.
- Easter opening hours – Friday and Sunday only.
- Currently advertising for Alvaro's replacement.
- The club's Bar Manager is leaving directly after Easter.
- Kitchen will require a deep clean by the lessee before he leaves.

Sailing – Mike Bennett.

- F&P trophy remains at Opua after they took a 1st and 2nd in the final race.
- Sailing committee to set a date for the annual prize giving.
- Sailing instructions will be reviewed before the next sailing season – Mike. Ian to send Mike a list of suggested changes particularly around the suggested minimum safety equipment that should be carried on all yachts including the Etchells.
- Ongoing - Rules night for skippers, will be a Thursday night - date still to be set
- Ongoing - Stephen has agreed to assist further with communications with the club's racing sponsors.

Tall Ships

- Still looking for someone to coordinate proceedings for the week leading up to the event and on the day.
- Bruce and Fletcher working on content for a Tall Ships article & program publication
- Bruce has put together a program for the Friday launch rally.
- Bruce is working on the event poster.
- Looking at also running other events on the Russell wharf during the Friday.
- Ongoing: Ian will email all contestants of this year's regatta thanking them for supporting the club by participating in the regatta and inviting them to attend next years 50th anniversary event.

Youth Sailing – Mark Thomson

- Youth Sailing has finished for the year.
- Jay has told the committee that he will require a replacement safety RIB for next season.

Slipway, Dinghy Dock & Moorings

- Barry has limited capacity to continue with the Slipway operation on his own so will require assistance to slip further boats. Tom is up to speed with the operational side but is currently away for several months.
- Ongoing: The club will provide a rubbish bin in the winch shed for slipway users to deposit any material collected from the hull of their boats while using the slipway. The boat owner will still need to remove and dispose of this material when their boat is re-launched.

Fundraising

- Ongoing - Helen and Fiona have submitted a grant application with the Lottery Grants Board to cover a long list of much-needed building upgrades. The value of the grant application which is mainly focused on the bathrooms upgrade is valued at \$100k. The club won't hear the outcome of this application until June 6th.
- Ongoing - Helen will also re-apply for a grant to cover the cost of the Cool Room refrigeration upgrade.
- Ongoing - The Nauti Penguin has agreed to run one of their community fundraisers for the club's youth sailing.

Merchandise

- Ongoing: Trish presented pricing for printed the RBC logo stickers. Their size approximately that of a cell phone. Cost pricing - \$3.28 plus GST each for an order of 100. The committee agreed to order 100 as a trial. Their sell price will be \$8.00 each and money raised will go towards youth sailing and/or the general club house maintenance.

Liveboards

- Ongoing - Mark will attempt to collect phone numbers of all liveboards in Matauwhi Bay.

General Business

- The date for this years AGM was discussed and it was agreed that it will take place on Sunday 15th of June at the Russell Boating Club.
Motion: That the 2025 RBC AGM be held on Sunday 15th June. Moved: Bruce, 2nd: Helen. Carried
- Ongoing: New constitution – The first draft of the new constitution is currently being reviewed by a working party of senior club members. Once this is finished the document will be presented to the committee for a final review. Ian suggested we also consider having an informal gathering to present the new constitution to interested club members prior to the AGM in June.

Items for Mainsheet and Club Calendar

- Suggestions to Mark by email

Next Meeting

17:30 Monday 14th April 2025, at the Russell Boating Club

Meeting closed at 20:16

Minutes taken by: Ian Holt

Signed by: _____

Title: _____

Date: _____