



COMMITTEE MEETING MINUTES

Russell Boating Club

Key action items in **RED**

9th February 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, ~~Paul Thompson~~, Geof Lyman

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

Apologies: Paul Thompson

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

Matters Arising from previous meeting minutes.

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Health and Safety

- Letter received from NDS – The LPG cylinders need to be restrained with a chain to prevent the cylinders falling over during an earthquake.
- Ongoing - Stephen to catch up with Hetty van Hale about where we are falling short on H&S.
- Ongoing - Mast crane – Sailing sub-committee will present a proposal to the committee regarding future use of the mast crane for “light” lifting. At a previous committee meeting, it was decided that the crane should not be used due to safety concerns.

Financial Report

- The January financial accounts were circulated prior to the meeting by Trish.
- The month-end result was an above budget profit.

- The Tall Ships result was an above forecast profit. The final result will likely decrease as there are still some outstanding costs.
- The kitchen YTD loss now stands at 11.7k. The Sub-committee will meet with Kaye to discuss the Kitchen's financial performance. Geof has created a performance report that is intended to help keep the Kitchen team informed.
- Trish will roll over a maturing Bank Term Deposit.
- Trish will transfer surplus funds into the Building fund
- 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 January, 2026 and payments are approved. Moved: Bruce, 2nd: Helen, Carried

Membership

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

- Rex Michau
- Guy and Deborah Ross
- Perry Baker
- Roger Redman

Moved: Bruce, 2nd: Mark. Carried

- Ongoing: Membership cards. Existing supplier has let us down. Ian looking at other options. The cards will be funded to the value of \$500 by Cater Marine.
- Ongoing: Membership Management System. Ian is continuing to investigate a club membership management system that could be a suitable replacement for the current manual system. The Australian developed system, called [RevolutioniseSport](#) is claimed to be used by 18,000 clubs both here and in Australia. Modules within the system could also replace Mailchimp and Tockify (online calendar). Ian to fully cost the application before proceeding any further. The committee decided that the members should make the final decision on whether the club should proceed with this system at the next AGM.
- Ongoing - RBC has been approached by another Northland Boating Club regarding opportunities for Reciprocal club rights. A reciprocal agreement could allow club members of boating clubs who are affiliated to YNZ access to some of RBC's memberships benefits such as discounts at the Bar and on Meals.
Update: Bruce to contact other clubs in the Bay area to see if they are also interested. Other club members could use their YNZ digital membership card as ID.

Correspondence Report

Inwards:

- Correspondence received from the owners of the Trash truck business informing the club that their business is being wound up. The club will need to find an alternative option for disposing of its rubbish and recycling before April 1st. The committee agreed to try advertising on FB and in Mainsheet.
- A current club mooring renter has informed the club that he has sold his boat so will no longer require the mooring.
- Club visitors are trying to make table bookings via email and phone. The committee confirmed that the club does not take table booking.

Outwards

- Emails sent to PhatHouse, Arvida, Sunken Cannon, The Lion Foundation, FNDC, Fixation, Four Square Russell and Colonial Liquor thanking them for their financial support for the Tall Ships Regatta.

Sub Committee Reports

Social & Events – Helen Thomassen

- Activates
 - Open Mic on Sunday 1st March
 - Sand Bar Cricket Match –Proposed date – Saturday 18th April.
- 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

- 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.
- General working bee prior to winter. Reserve tidy-up, rudder mounting, winch shed clean-up, slipway sump clean-out. Proposed date - Saturday 28th February. 9:00am start.
- 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. With nobody coming forward from the Mainsheet ad the club will again approach North Freeze.
- 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

- The special Wednesday night Sailing menu will be replaced with the normal full food menu.
- The sub-committee to look at increasing food prices by around 10% for non-members. The discount offered to members will be increased slightly to ensure only minor changes to the prices members pay for meals. The increase is required to try and offset the significant loss the kitchen continues to make. This will require a re-print of the food menu unfortunately.
- The sub-committee will also review what food specials are being offered.
- The new drinks menu has been printed.
- Ongoing: Stuart planning 3 months leave from July. The club will require a replacement Bar Manager during this period.
- Ongoing: Helen would like the festoon lights moved so the umbrellas can be used on the deck tables.
- Ongoing: Consider building a mobile storage box to store the club's PA system. The box could be stored under the pool table. Also consider mounting the speakers to the wall on either side of the stage. An outside storage shed on DOC land isn't an option as it would require changes to a recently agreed lease.
Update: Fletch is looking at arranging this.
- Ongoing - Fletcher to send copies of all staff contracts to Ian. Helen to send Glenda's contract.

Sailing – Stephen Pepperell & Mike Bennett.

- Russell Cup is this weekend.
- There was another new Etchells launched onto the Bay area recently.
- Etchells Regatta March 7th & 8th.
 - Stephen to arrange a meeting to review his regatta checklist.
 - Stephen asked for the Club bar to open on the Saturday of the Etchells regatta weekend.
 - There will be a second support RIB on the water during the Regatta.
 - The Etchells Regatta will use YNZ's live portal for the regatta results.
 - Entries close on February 22nd.

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

- Peter DeGraff has kindly provided copies of his Tall Ships on the water photos to the club.

Youth Sailing – Mark Thomson

- Ongoing: Coaching resources will be an issue moving into next season. Jay will be overseas and Tristan has decided not to continue with youth sailing coaching. Anyone taking over will need to have completed the Coaching NZ course and be police vetted.
Update: Bruce to ask Jay to arrange a presentation on what's involved in youth sailing.

Slipway, Dinghy Dock & Moorings – Barry Newland

- Slipway has a number of bookings coming up.
- Ongoing: The slipway cradle needs a cleanup and repainting in places. A focused working bee might be the best option.
- Ongoing - A shed cleanout is required. Will add to the job list at the next working bee

Fundraising – Stephen Pepperell & Fletcher Sunde

- Ongoing: Helen having another try for funding for the bathroom upgrade.

Merchandise

- Trish getting some more Club Caps made.

Liveboards

- There are approximately 30 liveboards now residing in the Matauwhi Bay area. Fletcher will attempt to determine how many of these are club members.

General Business

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Items for Mainsheet and Club Calendar

- Suggestions to Mark by email

Next Meeting

17:30 Monday 9th March 2026, at the Russell Boating Club

Meeting closed at 20:12 hrs

Minutes taken by: Ian Holt

Signed by: _____

Title: _____

Date: _____