



COMMITTEE MEETING MINUTES

Russell Boating Club

Key action items in RED

9th March 2026 @ 1730 Date | time

In Attendance

Bruce Mitchinson, Mark Thomson, Fletcher Sunde, Trish van der Sande, Mike Bennett, Helen Thomassen, Stephen Pepperall,

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

Apologies:

Ian Holt, Barry Newland, Paul Thompson, Geof Lyman

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

Matters Arising from previous meeting minutes.

- To be addressed under headings.

Health and Safety

- Ongoing – The LPG cylinders need to be restrained with a chain to prevent the cylinders falling over during an earthquake.
- Ongoing – Club member Hetty van Hale to be consulted when the review of the General Club Health and Safety Manual.
- 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.
- Concerns raised about speed of vessels [dinghy's] in the mooring area exceeding 5kn. It was agreed that Mark would include a note in the next mainsheet, and that a 5kn sign be erected on the wharf. Bruce has a sign that can be used.

- Stephen noted that the Health and Safety manual had been worked through for the Etchell's, ahead of the latest regatta, and the Sailing Committee were working on updating the general sailing manual

Financial Report

- The February financial accounts were circulated prior to the meeting by Trish.
- The month-end result was an above budget profit.
- Term deposit has been rolled over to a new 12 month period.
- All temporary borrowed funds have been returned to the Building Fund account.
- Funds available to cover payments schedule.
- 2026 Tall Ships final profit reported - \$20.7K.
- Bank Account balances are available to Club Members on request.
- Junior Sailing account to be reconciled as new RIB was purchased from the general account.
- Fletcher requested that the reported \$11K kitchen loss is checked for accuracy.

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

Membership

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

- Simon Gundry
- Grant Brewer
- Shane Winchcombe

Moved: Bruce, 2nd Fletcher, Carried

- It was noted that Perry Baker, approved for membership last month, has advised that he does not want to become a member.
- 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 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 has had confirmation from Mangonui Cruising Club, and Opuia Cruising Club that they are interested. 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:

- Offer to donate a trailer sailer, without trailer, to the club. It was agreed that the club could not find a use for this therefore we would decline the offer. Bruce to respond.
- Invitation to submit a response to the proposed changes to the Marine Mammal Sanctuary. Bruce to look at this.

Outwards

- No correspondence to report.

Sub Committee Reports

Social & Events – Helen Thomassen

- Activities
 - Herb Kingi Cup race and after match, including band, on Sunday 12th April.
 - Prize giving 2025/26 season on Sunday 26th April.
 - 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

- Power upgrade to the main kitchen gas oven to be completed.
- Lighting sensor for exterior lighting to be replaced.
- 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.
- 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 consider the updated quote from Northfreeze.
- 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. Replace the walkway corner pile at the same time.

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

- Fletcher following up on efficiencies in the kitchen.

- Drinks pricing to be reviewed following a report that a wine by the glass cost much less than by the bottle, for one brand.
- 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: Fletcher has obtained materials to build a mobile storage box to store the club's PA system. The box will be stored under the pool table. Also consider mounting the speakers to the wall on either side of the stage.
- Ongoing - Fletcher to send copies of all staff contracts to Ian. Helen to send Glenda's contract.

Sailing – Stephen Pepperell & Mike Bennett.

- Etchell regatta successful, with reports in from competitors commending the organisation and running of the event. Stephen noted that he expects the event to draw more competitors next year. It was agreed that this event has given the RBC a boost in sailing support.
- Membership and club reciprocal rights for race competitors was raised. RBC racing fees for competitors from other clubs apply.

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

- No issues discussed.

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: Jay has been continuing with this season. Tristan has advised that if Jay is away, then he can take over coaching.

Slipway, Dinghy Dock & Moorings – Barry Newland

- It was agreed that when mooring 1080 becomes available that Etchell's have first rights to rent.
- Invoiced payment for mooring, to Mark Tatton, outstanding.
- Invoiced payment for slipway, to Frank, outstanding.
- Ongoing: The slipway cradle needs a cleanup and repainting in places. A focused working bee might be the best option.

Fundraising – Stephen Pepperell & Fletcher Sunde

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

Merchandise

- New caps on order.
- Etchell shirts to remain on display for sale
- Additional short sleeve T's and Tall Ships shirts to be ordered for stock over winter

Liveboards

- It was noted that Tony Wallace was now living aboard in Matauwhi Bay.

General Business

- Proposed changes to the Sale of Liquor Act, and whether the Club wanted to look at changing from Club License to an On-License. It was noted that this is something that could be discussed at the next AGM.

Items for Mainsheet and Club Calendar

- Kaye, Glenda, Stuart, and Charlotte to be added to the Mainsheet recipient list.
- Mark to advertise merchandise in mainsheet.
- Other suggestions to Mark by email.

Next Meeting

17:30 Monday 13th April 2026, at the Russell Boating Club

Meeting closed at 20:10 hrs

Minutes taken by Bruce Mitchinson

Signed by: _____

Title: _____

Date: _____