



COMMITTEE MEETING MINUTES

Russell Boating Club

Key action items in **RED**

9th October 2023 @ 1730 Date | time

In Attendance

Bruce Mitchinson, Barry Newland, Helen Thomassen, , Stephen Pepperell , Scotty Thomassen, Mark Thomson, Mike Bennett, Trish van der Sande

Apologies: Ian Holt , Kevin Philpott , Fletcher Sunde,

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

Approval of Minutes from previous meeting

Apart from the note regarding the financial accounts records, which should read “to the end of July and August”, Minutes of committee meeting held 11th September are a correct account.

Motion: Minutes be approved. Moved: Bruce, 2nd: 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. It was agreed that a new ladder is installed to match the existing ladder with retractibel rungs.
- **Ongoing:** Causeway repair – Bruce to contact Ross Norman to discuss temporary repairs for summer.
- 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.
- Bank around the youth sailing shed needs a temporary repair to hold back subsidence which is currently a hazard for youth sailing operations.
- Cones and temporary barrier required to run across the top of the slipway when youth sailing is underway so that sailors do not access the slipway ramp.
- Mast crane reported recently unauthorised use with a new halyard run. A sign and a message in Mainsheet is required to advise that the crane is out of order.

Financial Report

- Trish presented financial accounts to end of September for discussion and approval of payments.
- Trish advised that all outstanding mooring fees have been paid up to date.
- Trish clarified that the funds for the new optimist sails and the purchase of the deep fryer did not appear in the cash accounts as these are capital purchases.
- It was noted that there was sufficient funds in the accounts to make payments owed to creditors.

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

Membership

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

Terry and Rowena Storey

Geoff Robins and Deidre Schleigh

Denis and Sue Yainnoutsos

Moved: Bruce 2nd: Scotty. Carried

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

Correspondence Report

Inwards:

- Helen contacted by Evita Zarina from Bay of Islands Sailing Week for music and food assistance, however this is not possible. Mike to check with Bay of Islands Sailing Week organisers to find out about volunteer help requirements.

Outwards

- No outwards correspondence.

AGM – Summary/ Action Points

- Ongoing:- 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, and after the law changes for requirements for Incorporated Society reporting,
- Ongoing: -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.
- Ongoing:- Covid Response Repair – it was agreed that another meeting was required to conclude.

Sub Committee Reports

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 21st October, tickets through Eventfinder
- Hello Sailor confirmed for 25th November.
- It was agreed that 2 tickets for Hello Sailor can be raffled as a club fundraiser.
- A private 70th birthday party hire confirmed for the 5th December. A request to extend bar hours with a special licence declined by the Committee.
- Helen in discussion with Frank regarding cinema nights at the 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
- Bore pipework is leaking and needs repair.
- More decking timber is required to repair the wharf decking, which is 40mm thick. The 50mm timber obtained to be used for the Youth Sailing temporary repair to the bank.
- Outdoor handrails have been repaired and cleaned up ready for painting.
- Kevin Philpott has cleaned up and painted the bar leaner bases and is working on refinishing the table tops.
- Ongoing:- A level indicator on the water tank, has been purchased by Dudley Smith, who has volunteered to take care of installation. The committee agreed to cover the cost of the materials.
- Ongoing:- Meeting to start getting interest back into raising the club to be confirmed.
- 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.
- Phil Sweetapple has repaired the roof. There are still a couple of leaks that need investigating and follow-up. It was suggested to check that the leaks were not coming from the bore header tank.
- **Ongoing – Bruce still in discussion with DOC regarding renewal of lease for areas of the club that are on their land. The aim is to get this completed by the end of the month.**

Kitchen, Bar & Cleaning

- New Bar Manager contract has been signed with Marni and Bronny, under their Double Dusters company, as contractors.
- Trish advised that Marni and Bronny were looking at cost comparisons between Gilmores and Bidfood for alcohol supply.
- Trish noted that Blakes Beer was no longer available for promotion.
- Trish to look at credit card and paywave options for eft-pos.
- Ongoing:- There was further discussion about a bar discount for members, in the form of increased prices for non-members. It was noted that this could be done with till programming.
- Ongoing:- Stephen is holding off on the drinks menu until new product and pricing has been confirmed.
- Ongoing:- New road signage required to help promote the Boat Club Bistro

Sailing

- Summer racing calendar has been confirmed and posted on-line.
- Ongoing:- The remote control yacht regatta was suggested as becoming part of the regular racing calendar.
- Ongoing:- Hosting a dinghy sailing event was suggested to promote sailing.
- **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 2nd September at 3:30pm covered most of the on the land functions, including hangi and bar operations.
- **Ongoing: -Next meeting to focus on the race organisation.**
- Millenium Cup organisers have been approached and are keen to promote the event.

Youth Sailing

- Mark advised that we are underway with organising the Yachting New Zealand Rūhā school sailing programme in conjunction with Russell School. Jay has prepared a safety plan.
- The Committee has given the Youth Sailing Coaching Team approval to fit protective foam covers to the booms of the youth sailing, at their discretion.
- Ongoing - Detailed plans and a resource consent will be required before the proposed youth sailing shed alterations can proceed.

Etchell's

- It was agreed that only Club Members can skipper the Club Etchell's so that the current insurance cover is valid for racing.
- Ongoing: - repairs to the second Etchell.
- Ongoing: -It was agreed that we will call the first Etchell, "Matauwahi Bay". This and the second boat will be officially named at a ceremony in spring.
- Ongoing: - Sponsorship – look to gain sponsorship to help cover the ongoing running costs of the boats.

Slipway, Dinghy Dock & Moorings

- Barry advised that the slipway was busy and there were a few future bookings lined up. Barry noted that John Grant had gone on holiday and Jim was assisting with slipping the boats.
- It was agreed that updated signage and a simple tick-box checklist for slipway users is the best way to inform them of our terms and conditions of use.
- It was agreed that dry sanding with vacuum equipment is an acceptable method to our supervised wet sanding option.

Fundraising

- Mark to send a thank-you letter and a copy of the invoice for the Optimist sails to Pub Charities.
- Ongoing: Fletcher is working on fundraising for our sailing programme and Tall Ships Regatta.
- The Duke of Marlborough Hotel are no longer sponsoring our sailing program.

Merchandise

- Trish to get underway for Tall Ships Regatta sales.

Liveboards

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

General Business

- 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.

- Ongoing - 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.

Items for Mainsheet and Club Calendar

- Mark had suggested including a commentary on the financial position each month. In the interim there had been some email correspondence between committee members and the consensus was, that as accounts are already available to members, it was unclear what additional information we would be communicating.

Next Meeting

17:30 Monday 13th November 2023, at the Russell Boating Club

Meeting closed at 20:00

Minutes taken by: Bruce Mitchinson

Signed by: _____

Title: _____

Date: _____