



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017



- 
- 1. ATTENDANCE** – Bill MacLeod, Darren Chatfield, David Bovell, Peter Stanley, Paul Hodgson, Peter Wilkinson, John Oslen, Bill Harding, Robert Boykett.

Richard Teuchert – **General Manager**.

- 2. APOLOGIES** – Walter Reeves, Mike della Posta, Justin Congdon.

- 3. MINUTES FROM PREVIOUS MEETING**

The Minutes from the previous meeting were taken as read and accepted.

**Resolution** *To accept the Minutes of the Meeting held Tuesday 28 November 2017.*

**Moved:** *Peter Wilkinson*

**Seconded:** *Bill Harding*

**Carried:** *All in favour*

- 4. CORRESPONDENCE IN/OUT**

Correspondence noted.

### IN

**4.1** The letter from Phil Judge regarding outstanding fees was discussed.  
Richard confirmed that he is yet to draft the letter in response to this.

**4.2** The letter from Stylish Plumbing Services was discussed. A plumber had told the club that there is no record of a gas certificate for the past 20 years. It was agreed that this discussion would be postponed until Mike della Posta was present at a meeting.

**4.3** Air conditioning quotation – All agreed that this should be paid and work should continue.

### OUT

**4.4** Letter to Jonathan Blakeman – Richard confirmed that this letter was sent to everyone present at the meeting.

- 5. MEMBERSHIP**

#### 5.1 Membership Report

New Senior Members:

- Mike Ardagh
- Dave Andrews
- Graham Hocking
- Sarah Chatfield



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017



---

### New Social Members:

- Beverley Ardagh
- Peter Telford
- Peter Wall (Family)
- Edward Lacey
- Peter Metcalfe
- Tommi Harbeck
- Margot Champion
- Natalie Bogoiias
- Deborah Spartalis
- Annabel Cribb
- Roger Karpin
- Austin O'Brien
- Bart McCarter
- Sandi Duckworth (just friends)
- Gwenda Marriott

### Resignations:

- Sam Keats (senior)

### Transfers:

- Bob Ryan (from senior to country)
- Max Woods (crew to senior)

Paul Hodgson and Bill MacLeod will interview Max Wood and Peter Wall. Graham Hocking will also be interviewed on Friday 22<sup>nd</sup> December 2017. .

<b>Resolution</b>	<b><i>That the Committee move the Membership Report (including those being interviewed should the criteria be met)..</i></b>	
	<b><i>Moved: Darren Chatfield</i></b>	<b><i>Seconded: Peter Stanley</i></b>
	<b><i>Carried: All in favour.</i></b>	

### 5.2 Membership Count as at 19 December 2017

865



# MINUTES



## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017

<b>Resolution</b>	<b><i>That the Committee move motion to drop Sarah Chatfield's nomination fee.</i></b>	
	<b><i>Moved: David Bovell</i></b>	<b><i>Seconded: John Oslen</i></b>
	<b><i>Carried: All in favour.</i></b>	

### 6. REPORTS

#### 6.1 GM Report

Richard presented the GM report. There has been a \$22k or 29% increase in revenue in November and the food cost had seen a 16% improvement, but beverages were 6% worse. Overall, COGS and GP each increased by 5%. It was noted that there had been a Labour improvement of 3% and EBITDA as a % of revenue increased by 10% (EBIT by 12%).

Overall, it was noted that the food cost is expected to continue to improve with the amount of pre-prepared product continuing to decrease.

Richard discussed the Just Friends group in relation to them as a revenue stream on Tuesday. He noted that every time they turn up they spend around \$800 and the club make around 112 dollars every time they come. It was pointed out that as long as money is made or not lost, it is good because it keeps the bar open to the yacht club members, at no additional cost to them.

<b>Resolution</b>	<b><i>That the Committee move a motion to book In Excess (band) for the power opening</i></b>	
	<b><i>Moved: Darren Chatfield</i></b>	<b><i>Seconded: Paul Hodgson</i></b>
	<b><i>Carried: All in favour.</i></b>	

**ACTION:** Richard to provide figures to the committee showing how much money is made on these Tuesday evenings at the bar from 7.30pm onwards.

Bill MacLeod to contact INXS tribute band to discuss moving the concert to the power opening due to the current chosen date being that of the Rottneest swim weekend.

#### 6.2 House Committee

- Break down for the family day – gross margin of \$700.
- Darren Chatfield mentioned that most things had been covered by Richard in the GM Report but continued to discuss the new menus, and looking after staff.
- Darren Chatfield also highlighted that the kids meal now has a drink and ice pole included in it. David Bovell raised his concern that some parents may not want their children to automatically have an ice pole.



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017



---

<b>Resolution</b>	<b><i>That the Committee move a motion to be upstairs every Friday unless there is a big function preventing this</i></b>	
	<b><i>Moved: David Bovell</i></b>	<b><i>Seconded: Bill Harding</i></b>
	<b><i>Carried: All in favour.</i></b>	

### 6.2.1 House Minutes December 2017

- Peter Wilkinson discussed the motion from the previous meeting regarding the trades people being charged a non-refundable \$25 a day access card. This is due to commence in January subject to all the administration/policy being agreed.

**ACTION:** Richard to put together a policy for the access cards and circulate to the committee for agreement.

### 6.2.2 Debtors December 2017

The following was discussed from the debtors report:

- Mr Judge – Both have paid their membership but still owe money. He needs to be given a final deadline for selling his boat/property.
- Mr Gailey – the committee were unsure of this status and are leaving it open in order to ask Justin if he knows anything about this. The committee agreed to move him into the category to which he has paid.
- Mr Harrison – it was noted that he is in debt but due to pay by the end of this week so will keep an eye on this.

**ACTION:** Richard is to prepare an agreement to be made with Mr Judge regarding the sale of his boat/property in order to pay off his debts.

- Move Mr Gailey into the category to which he has paid.
- Keep an eye on whether Mr Harrison pays his debt by the end of this week (22<sup>nd</sup> December 2017).

### 6.3 Power Committee

#### 6.3.1 Power Minutes – December 2017

Nil to report.

#### 6.4 Pens & Moorings Committee

Nil to report



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017



### 6.5 Sail Committee

Robert Boykett presented the Sail Committee report. The following was discussed:

- He was invited out on clipper boats in Fremantle which was a great day.
- He informed the committee that he would like to hire a female named Jacqueline to run tacker courses. She is 17 turning 18, and once 18 would be able to be the senior instructor. Robert would like her to work for up to 6 hours per week and run the courses on a Sunday. Her hourly rate would be circa \$25.
- Robert Boykett let the committee know that there is a new boat coming in which will be in a pen by January.
- One of the sailing dinghies that is for sale for \$500, received an offer of \$300. The committee agreed that Robert Boykett should accept this offer.

**ACTION:** Robert is to provide the rest of the committee with the figures and logistics of how hiring Jacqueline would work.

#### 6.5.1 CYC Sail Minutes December 2017

<b>Resolution</b>	<b><i>That the Committee move a motion to approve the CYC Sail Minutes December 2017</i></b>	
	<b><i>Moved: Peter Wilkinson</i></b>	<b><i>Seconded: Bill Harding</i></b>
	<b><i>Carried: All in favour.</i></b>	

### 6.6 Dinghy Committee

Nil to report

#### 6.6.1 CYC Dinghy Minutes December 2017 – Meeting Cancelled

Nil to report

### 6.7 Management Review Committee

Nil to report

## 7. CONSTITUTION, RULES & BYLAWS

### 7.1 Comments on A Salvaris Amendments

David Bovell presented this to the committee and explained that the aim here is to get a constitution document that the whole committee is happy with. It must comply with the 19 points that the Government check.



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017



---

**ACTION:** Bill MacLeod to liaise with the solicitor and Richard to get this drafted and sent to the rest of the committee.

### 8. SPONSORSHIP/PARTICIPATION

Nil to report.

### 9. GENERAL ACTION STATEMENT

General Committee Action statement discussed and updated.

7.2 – closed

7.3 – closed

7.4 – older people in club who can't use vouchers. Now closed

7.5 – closed

7.6 – closed

8.3 – closed

8.4 – ongoing

8.6 – membership 7 pens fees? Temp boats in there in wrong size category. Ongoing – refer to pens and moorings

8.7 – ongoing

8.8 – closed

8.9 – closed

10.3 – closed

10.4 – ongoing GM has authority to pass off – house then endorsed by GM. Richard to get special arrangements and give to GM

10.5 – closed

10.7 – closed

10.8 – closed

10.9 – ongoing

11.1 – closed

11.2 – ongoing

11.3 – ongoing – will draft – Richard

11.4 – ongoing

---



# MINUTES



## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017

11.5 – ongoing – Clive - Bill MacLeod asked if sent anything. Richard said no, not well since his stroke so hasn't been able to do the report. Will Clive be handing over?

11.6 – closed

11.7 – closed

11.8 – closed

11.9 – closed – swan club incident. Darren Chatfield and Bill in attendance

### 10. GENERAL BUSINESS

#### AROUND THE TABLE.

**10.1** Paul Hodgson discussed the closing of the gate at 4pm. The committee agreed that over the festive period this was not necessary, and that the gate should remain open.

**10.2** Car stickers – Richard asked for agreement that an email be sent out to all members asking them to come and collect these rather than sending these via post due to postage and labour. All were in favour of this.

**10.3** Richard informed the committee that fuel will be delivered tomorrow, and then not again until 28<sup>th</sup> December. Discussions were had regarding using bollards and cones for keeping bays free for refueling.

**10.4** Peter Stanley – generator – who has given permission for this to happen? Nobody in the committee knew.

**10.5** Peter Stanley – believed sound insulation would be happening before Christmas. Bill MacLeod confirmed that this would be happening on 3 January 2018.

**10.6** Peter Stanley – Pens and Moorings – he noted the numbers on boats and moorings and it appears that lots of the moorings are not being used and that the club is therefore spending money on servicing moorings that do not have boats on. This is to be considered at a later date.

**10.7** Paul Hodgson brought everybody up to date on the Sunseeker issue.

<b>Resolution</b>	<b><i>That the Committee move a motion that Drew Dam is not allowed in this marina or to do any work on any of the boats in this marina.</i></b>	
	<b><i>Moved: Paul Hodgson</i></b>	<b><i>Seconded: Bill Harding</i></b>
	<b><i>Carried: All in favour.</i></b>	

**10.8** Paul Hodgson noted that John Blakeman is continually disregarding the clubs's rules and this should be reviewed.

**10.9** Paul Hodgson also discussed Anthony Pruity who left his jet ski trailer in the car park on Saturday. He was told by Justin not to do this but disregarded this. Paul Hodgson phoned him



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017



and left a message but Anthony never replied. Paul then saw him in the car park so went and told him this wasn't acceptable. Anthony said that he didn't know this and that he would take his boat elsewhere.

**10.10** Bill MacLeod discussed his interest in running a Sunday session (One Sunday every month commencing on the first Sunday in February) – music on the lawn from 3-6pm. The committee thought this would be a good idea but needed more information.

**10.11** Darren Chatfield asked the committee if they would like to keep Richard on in a permanent role. The committee agreed that this would be a good idea.

**ACTION:** Richard to email all members to update them on the gate.

- Steps need to be removed from the jetty after Christmas and repaired. Committee agreed that the Yacht club will do the work and then invoice the members for payment.
- Draft letter to Anthony Pruity, similar to the one drafted to John Blakeman.
- Darren Chatfield to discuss the job opportunity in more detail with Richard.

### CLOSURE

11. The meeting closed at 9: 20pm
12. **NEXT MEETING – 6:30PM Tuesday 23 January 2018**

Signed as a correct record of the meeting.

\_\_\_\_\_  
David Bovell  
**Commodore**

\_\_\_\_\_  
Dated



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017



### ACTION STATEMENT – DECEMBER 2017

Action	Topic	Action	Responsible	Due
1	Just Friends	Richard to provide figures to the committee showing how much money is made on these Tuesday evenings at the bar from 7.30pm onwards.	GM	
2	INXS booking	Richard to contact INXS tribute band to discuss moving the concert to the power opening due to the current chosen date being that of the Rotto swim weekend.	GM	
3	Policy for access cards	Richard to put together a policy for the access cards and circulate to the committee for agreement.	GM	
4	Agreement for Mr Judge	Richard is to prepare an agreement to be made with Mr Judge regarding the sale of his boat/property in order to pay off his debts.	GM	
5	Move Mr Gailey into new category	Move Mr Gailey into the category to which he has paid.	OFFICE	
6	Check Mr Harrison's payment	Keep an eye on whether Mr Harrison pays his debt by the end of this week (22 <sup>nd</sup> December 2017).	OFFICE	
7	Hiring Jacqueline	Robert is to provide the rest of the committee with the figures and logistics of how hiring Jacqueline would work.	RB	
8	Draft Constitution	Bill MacLeod to liaise with the solicitor and Richard to get this drafted and sent to the rest of the committee.	BM	
9	Update on gate	Richard to email all members to update them on the gate.	GM	
10	Jetty Repair	Steps need to be removed from the jetty after Christmas and repaired. Committee agreed that the Yacht club will do the work and then invoice the members for	OFFICE/PS	After Christmas



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 19 December 2017



---

		payment.		
<b>11</b>	<b>Letter to Anthony Pruity</b>	Draft letter to Anthony Pruity, similar to the one drafted to John Blakeman.	<b>GM</b>	
<b>12</b>	<b>General Manager position</b>	Darren Chatfield to discuss the job opportunity in more detail with Richard.	<b>DC</b>	