



MINUTES



GENERAL COMMITTEE MEETING

6.30pm Tuesday, 27 February 2018

- ATTENDANCE** – David Bovell, Justin Congdon, Darren Chatfield, John Olsen, Bill MacLeod, Peter Wilkinson, Robert Boykett.

Richard Teuchert – **General Manager.**

- APOLOGIES** – Peter Stanley, Mike della Posta, Bill Harding, Walter Reeves, Paul Hodgson.

3. MINUTES FROM PREVIOUS MEETING

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

Resolution *To accept the Minutes of the Meeting held 23 January 2018 with the below amendments.*

Moved: Darren Chatfield

Seconded: Rob Boykett

Carried: All in favour

Amendments.

- Section 5.0** Anthony Pruiti was removed from resignations
- Section 5.0** Changed Resolution from "move membership report" to "accept membership report".
- Section 6.2.1** Steve Harrison - Changed from "privileges may be lost" to "may be expelled".
- Section 6.3.1** Changed from November 2017 to January 2018 (heading).
- Section 6.5.1** Changed from November 2017 to January 2018 (heading).
- Section 6.5.1** Changed Commodores Cup date from February 2018 to March 2018.
- Section 6.5.1** Changed number of boats from 12-20 to 40.
- Section 10.5** Changed "Sunday Session and Commodore's Cup" to "New Members Night, Sunday Session and Commodore's Cup".
- Section 12** Updated "Next Meeting" dates.

4. CORRESPONDENCE IN/OUT

Correspondence in and out noted and discussed, further comments below.

- Colin Cook Resignation – Colin Cook is resigning from the Club. His wife is a volunteer at the Club's Starter Box and the Committee will present Honorary Membership to Colin Cook for his contribution to the Club.

Resolution & Action Item	<i>That the Committee accepts presenting Colin Cook Honorary Membership for his contribution to the Club.</i>	
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Moved: David Bovell

Seconded: Rob Boykett

Carried: All in favour.

- Vessel Speed in River – Notice for erosion and damage to the River Bank due to speed in the River - FYI.



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5. MEMBERSHIP

5.1 Membership Report

New Senior Members:

- Robert Salmon
- John McInnes
- Rob Ryan
- Russell John Jameson
- Patrick McMahon (Country)
- Jack O'Mahony (Country) – **Subject to interview 13/03/2018**

New Social Members:

- Nigel Mammatt
- Gus Mengler
- Tyra Pederson
- Bruno Charpentier
- Sandra Procopio
- Matt Hudson (CCGS OBA)
- Ed Matthews (NWGFC)
- Hayden Ryan (NWGFC)
- Ross Maas (Just Friends)

Resignations:

- Nicola Hurd (Associate Spouse)
- Charles Letizia (Country)
- Robert Nunn

Transfers:

- Steve Artelaris (Senior to Social)

Resolution	<i>That the Committee accepts the Membership Report.</i>
	<i>Moved: Bill MacLeod</i>
	<i>Seconded: Rob Boykett</i>
	<i>Carried: All in favour.</i>



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5.2 Membership Count as at 27 February 2018

Membership count stands at 888. 337 Senior voting members.

6. REPORTS

6.1 GM Report

There has been a 14% increase in revenue, coupled with a 19% food cost improvement and a 22% beverage cost improvement. Overall COS improved by 21% and GP increased by 25%. The major improvement was in the labour cost, which improved by 26%.

Richard advised that management of the variable labor component has improved and continuation of this will alleviate the risk of losses in the Food & Beverage operations.

Upcoming functions were reviewed and will consider operating two tills going forward to improve service. There has been a noticeable increase in service on Saturday's and Sunday's. Valentine's Day Dinner received great feedback.

Richard is currently collating members' boat insurance details to ensure all details on file are up to date.

6.2 House Committee

6.2.1 House Minutes February 2018.

Darren Chatfield advised his report is much of the same as the GM report and commended Richard and the staff for the improvement of decorations, food and service. The House Committee is currently working on tightening up procedures, particularly around functions.

6.2.2 Debtors Report

John Olsen presented the Debtors report. Richard Teuchert advised he is currently calling overdue 60+ day debtors and will look to clear some debt over the next few weeks.

ACTION: Richard Teuchert to contact Phil Judge and investigate when his account will be finalised.

ACTION: Rob Boykett to contact Jackie Connelly regarding her overdue account.

6.3 Power Committee

6.3.1 Power Minutes – February 2018

Power Prize Night will be held next Saturday, 10 March. Time trial season approaching and requesting office to arrange check points. Richard Teuchert advised he is learning the role now.



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6.4 Pens & Moorings Committee

Discussed pen movements. The Committee received an application for a Sea Pen. David Bovell advised Sea Pens can be difficult and will also require Swan River approval. Committee to discuss further.

A proposal for H Jetty allocation fees to be offered, amortised into the pen rental, was presented to the Committee members and discussed. David Bovell advised that the Pens could be leased on a 6-month basis however insurances would need to be obtained.

ACTION: Pens & Moorings Committee to discuss Sea Pen & H Jetty allocation in further detail and revert to General Committee.

6.5 Sail Committee

6.5.1 CYC Sail Minutes – February 2018

Rob Boykett thanked Bill MacLeod for his attendance at the Sail Committee meeting. Training and courses were held over the Christmas break. Walter will need to provide an update. 18 yachts have participated this year so far, with 12 boats out regularly. Commodore's Cup is being held 18th March, 40-50 boats expected to attend.

6.6 Dinghy Committee

Nil to report.

6.7 Management Review Committee

Nil to report.

6.8 Jetty Maintenance

Nil to report.

7. CONSTITUTION, RULES & BYLAWS

Nil to report.

8. SPONSORSHIP/PARTICIPATION

Nil to report.

9. GENERAL ACTION STATEMENT

- 01.1 Ken Judge Payment Arrangement – Ongoing.
- 01.2 Wi-Fi and Camera Quotes – Ongoing.
- 01.3 Yachting WA Fees – Ongoing.



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- 01.4 Sunday Session Noise– Actioned.
- 01.5 Non-Members' Boats and Access Cards – Ongoing.
- 01.6 John Bolto's Pen Query – Actioned.
- 01.7 Credit Card Fees – Actioned. 1.4% charge.

10. GENERAL BUSINESS

10.1 Sponsorship

The Committee reviewed and discussed The Categories of Sponsorship paper. The paper outlined the Sponsorship Packages, their definitions and inclusions. Flagship Sponsorships are limited to 2 businesses, Masthead Sponsorship's are limited to 3 businesses and there are no limits to Shore Sponsorships however the General Committee has discretion to establish limits. Masthead and Flagship is first-come-first serve. The Committee made recommendations for amendments and requested that the first two lines of "Membership" category to be removed. The Committee has agreed to implement the Sponsorship Categories subject to the abovementioned amendments.

10.2 Members' Bar Floor Refurbishment

The Bar Floor Refurbishment will cost \$1,086 to remove the current floor and \$2,550 for replacement vinyl. Rob will clean the area in preparation for the floor to be removed. A fibre cement kickboard is to be installed.

Resolution	<i>That the Committee moves for \$3,636 to be funded towards the Bar Floor Refurbishment.</i>	
	<i>Moved: Darren Chatfield</i>	<i>Seconded: David Bovell</i>
	<i>Carried: All in favour.</i>	

10.3 Loans

Richard Teuchert met with ANZ and the meeting went well. Richard has recommended that the Club fix \$1,000,000 at 4.15% and have remaining \$580,000 as variable. The Committee discussed and agreed to

Resolution	<i>That the Committee moves for \$1,000,000 to be fixed at 4.15% and leave remaining \$580,000 as variable.</i>	
	<i>Moved: Darren Chatfield</i>	<i>Seconded: Peter Wilkinson</i>
	<i>Carried: All in favour.</i>	

10.4 2018/19 Fees

Fee increase details were circulated to the Committee via email. The Committee has agreed to increase Subscription Fees and Nomination Fees across the board at 1.9% -



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which is the CPI to 30 June 2017 and hence will not need to be ratified at a General Meeting.

ACTION: Richard Teuchert to investigate costing for amenities and report to General Committee.

ACTION: Richard Teuchert to obtain water meter costing.

10.5 Pen Fees and Allocation Fees

Committee Members read Peter Wilkinson's report on comparison of Pen Fees. No changes to Pen Fees and Allocation Fees will be made.

10.6 Flag and Funeral Protocols

Committee Members reviewed and discussed the Flag and Funeral Protocols paper which was circulated to the Committee members via email. The Commodore has discretion regarding the lowering of flags for personnel not prescribed by the Protocols.

Resolution & Action Item *That the Committee accepts the Flag and Funeral Protocols.*

Moved: Bill MacLeod

Seconded: David Bovell

Carried: All in favour.

10.7 Honorary Membership Rod Coleman

Rod Coleman is a prior employee and Member of the Club and will extend a Complimentary Social Membership on behalf of the Commodore.

Resolution & Action Item *That the Committee accepts presenting Rod Coleman a Complimentary Social Membership for his contribution to the Club.*

Moved: Bill MacLeod

Seconded: David Bovell

Carried: All in favour.

10.8 Consolidation of Bank Accounts – Richard Teuchert

Richard Teuchert advised that the Club currently has three bank accounts. Two are savings (which bear interest of 0.5%) and one is operational and not interest bearing. Richard will consolidate the bank accounts to one working account and one asset replacement account with unlimited transactions. Both have an interest rate of 1.6%.



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10.9 Birthday Cards – Justin Congdon

Justin Congdon advised that he received a Birthday Voucher which was addressed from the Membership Coordinator. Office will update Birthday Vouchers to be addressed from the Commodore.

10.10 Flags for Children - Richard Teuchert

Richard Teuchert advised there are Flags for sale in the office to raise awareness for children's mental health.

10.11 Alarm System Issue - Richard Teuchert

Richard Teuchert advised there are issues with the current alarm system and will require fixing soon.

ACTION: Richard Teuchert to obtain quotes to fix the Alarm System.

10.12 New Members Night – Bill MacLeod

Bill MacLeod is arranging a New Members Night for June or August 2018 and will provide more details soon.

CLOSURE

11. The meeting closed at 9:15pm.
12. **NEXT MEETING – House Committee – Tuesday, 20 March 2018 at 6.30pm**
General Committee – Tuesday, 27 March 2018 at 6.30pm

Signed as a correct record of the meeting.

David Bovell
Commodore

27-03-2018

Dated



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ACTION STATEMENT – FEBRUARY 2018

Action	Topic	Action	Responsible	Due
02.1	Colin Cook – Honorary Membership	Office to present Colin Cook Honorary Membership for his contribution to the Club.	RT – GM OFFICE	
02.2	Phil Judge – Bad Debtors	Richard Teuchert to contact Phil Judge and investigate when his account will be finalised.	RT – GM	
02.3	Jackie Connelly – Bad Debtors	Rob Boykett to contact Jackie Connelly regarding her overdue account.	RT – GM	
02.4	Sea Pen & H Jetty Allocation – Pens & Moorings Committee	Pens & Moorings Committee to discuss Sea Pen & H Jetty allocation in further detail and revert to General Committee.	PENS & MOORINGS	27/03
02.5	Amenities Costings	Richard Teuchert to investigate costing for amenities and report to General Committee.	RT – GM	27/03
02.6	Water Meter Costing	Richard Teuchert to obtain water meter costing.	RT – GM	27/03
02.7	Rod Coleman – Complimentary Membership	Office to present Rod Coleman a Complimentary Membership for his contribution to the Club.	RT – GM OFFICE	
02.8	Alarm System Quotes	Richard Teuchert to obtain quotes to fix the Alarm System.	RT – GM	