



# MINUTES



## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 24 April 2018

- 
1. **ATTENDANCE** – David Bovell, John Olsen, Bill MacLeod, Peter Wilkinson, Mike della Posta, Bill Harding, Walter Reeves, Robert Boykett.

Richard Teuchert – **General Manager**.

2. **APOLOGIES** – Peter Stanley, Justin Congdon, Paul Hodgson, Darren Chatfield.

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 27 March 2018.*

**Moved:** *Bill MacLeod*

**Seconded:** *Peter Wilkinson*

**Carried:** *All in favour*

4. **CORRESPONDENCE IN/OUT**

- 4.1 **Correspondence In**

- 4.1.1 Hillarys Yacht Club invite for the Commodore's Ball;

- 4.1.2 Jeanette Smith's Thank you Card for Ted's Farewell;

- 4.1.3 Brendan Harris moving his boat;

- 4.1.4 Noelle McCarthy & Family Thank you card to CYC and Committee; and

- 4.1.5 Geoff Stewart (re allocation from Rod Pullin) – In and Out Correspondence.

The Committee has agreed 50% deferral in allocation fees however Geoff must participate in 75% of trialing events (as competitor or check pointing) and must pay the remaining 50% immediately.

**Resolution** *Move to accept Geoff Stewart's 50% deferral in allocation fees. Geoff must participate in 75% of trialing events and must pay the remaining 50% immediately.*

**Moved:** *Mike Della Posta*

**Seconded:** *David Bovell*

**Carried:** *All in favour*

- 4.2 **Correspondence Out**

- 4.2.1 Unfinancial letters sent to Connelly & Simpson;

- 4.2.2 Senior Members are being contacted for Insurance and Registration;

- 4.2.3 1x Senior, 3x Social, 1x Crew and 1x Pen Allocations;

- 4.2.4 Geoff Stewart (reallocation from Pullin) – Discussed in "IN" Correspondence.

5. **MEMBERSHIP**
-



# MINUTES



## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 24 April 2018

### 5.1 Membership Report

New Senior Members:

- Richard Boykett – Interviewed.
- Ben Morgan (Country) – **Subject to interview.**
- Teng Ng (Dinghy 18+) – Interviewed.

New Associate Social Members:

- Lesley Kirby (Social)
- Anthony Lester (Social)
- Paul Loiterton (Social)
- Liz Conner (Just Friends)

Resignations:

Nil.

<b>Resolution</b>	<b><i>That the Committee accepts the Membership Report subject to Ben Morgan's interview.</i></b>	
	<b><i>Moved: Bill MacLeod</i></b>	<b><i>Seconded: Rob Boykett</i></b>
	<b><i>Carried: All in favour.</i></b>	

### 5.2 Membership Count - April 2018

Total Membership Count stands at 856 with Total Voting Members being 329.

## 6. REPORTS

### 6.1 GM Report

The General Manager, Richard Teuchert, spoke to his report and discussed the following items, which were also discussed at the last House Committee meeting:

Food Cost of Sale would have been 35% however there was a write-off for food from the last stock take that amounted to \$1,250. Overall Cost of Sale was 5% better than budget and figures are above average for the quarter. Pens and Moorings revenue is up and pen enquiry is strong. Richard advised there was no "dip" taken for the fuel at the end of the month (which was the Easter Long Weekend) and this created a high fuel cost of sales.



# MINUTES



## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 24 April 2018

Function enquiries are constant and there is also consistency with numbers for the Wednesday night buffet however Friday night numbers are decreasing. There are 49 booked for Mother's Day.

Richard advised that staff turnover is low and there has been no turnover of permanent staff since November 2017. A rigorous interview process has been introduced for food and beverage staff.

The Committee discussed trends within Richard Teuchert's charts which included comparisons for COGS, labour and profit for the preceding six months in FY18 versus prior calendar period FY 17.

### 6.2 House Committee

#### 6.2.1 House Minutes April 2018.

It was noted there were some changes required to the House Committee Minutes. House Minutes discussed in Items 6.2.3, 6.2.4 and 6.2.5.

#### 6.2.2 Debtors Report

John Olsen presented the Debtors report. Richard Teuchert provided an update to the Committee and advised that Dean Morgan was 1 day overdue. Greg Simpson is a concern and is not returning phone calls. He advised that Steve Harrison is paying off his debt.

**ACTION:** Rob Boykett to contact Austin O'Brien regarding his overdue account.

#### 6.2.3 Approval of maintenance works and replacement equipment

The following three motions were presented by the House Committee for approval of works and are recommended for General Committee approval:

1. Expenditure of \$17,000 for replacement the office and food and beverage equipment;
2. Expenditure of \$10,000 for works for enclosure of the walkway for provision of furniture storage area; and
3. Expenditure of \$8,000 for maintenance works to repair shelving under the bar and replace the vinyl floor the upstairs bar.

Motion 1 is for replacing the downstairs dishwasher, 2 X microwaves, 1 X convection oven and office server. Richard Teuchert advised there is over \$400,000 in the bank with \$90,000 of expenditure per month and the Club has adequate funds to cover the expenditure. Richard Teuchert requested that the \$2,500 requested for air conditioning be removed at this point in time.

<b>Resolution 1</b>	<b><i>That expenditure of \$14,500 is provided for replacing food and beverage plus office equipment.</i></b>	
	<b><i>Moved: Bill Harding</i></b>	<b><i>Seconded: Bill MacLeod</i></b>



# MINUTES



## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 24 April 2018

*Carried: All in favour.*

It was agreed that expenditure for Motion 2 had been approved in a prior general meeting of members and wasn't required to be approved again.

<b>Resolution 3</b>	<b><i>That expenditure of \$8,000 is approved for maintenance works required in the upstairs bar.</i></b>	
	<b><i>Moved: Bill Harding</i></b>	<b><i>Seconded: Bill MacLeod</i></b>
	<b><i>Carried: All in favour.</i></b>	

### 6.2.4 Employment Approval for Damon Chandler

The House Committee recommended for full-time employment of Damon Chandler as Food and Beverage Manager. Richard vouched for Damon and advised he is professional and consistent with labor, food and beverage cost of sales. The Committee agreed there has been an overall improvement in the Food and Beverage department and Bill MacLeod recommended that since Damon Chandler's probation period will end soon, he be employed on a full-time basis as Claremont Yacht Club's Food and Beverage Manager.

<b>Resolution</b>	<b><i>That Damon Chandler is employed on a full-time basis as Claremont Yacht Club's Food and Beverage Manager.</i></b>	
	<b><i>Moved: Bill MacLeod</i></b>	<b><i>Seconded: Bill Harding</i></b>
	<b><i>Carried: All in favour.</i></b>	

### 6.2.5 Rob Depiazzi – Insurance as Salary Sacrifice

Richard Teuchert advised the committee he needed to have further conversations with John Olsen and proposed the Agenda Item be deferred until the next General Committee meeting. The Committee agreed to defer the item.

**ACTION:** Office to arrange for Rob Depiazzi's Insurance as Salary Sacrifice as an Agenda Item for the next General Committee Meeting.

## 6.3 Power Committee

### 6.3.1 Power Minutes – April 2018

The Committee reviewed and discussed the Power Minutes. Accepted as tabled. Mike Della Posta noted that Life Members, Alex Salvaris and General Committee to be invited as VIP's to the Power Open Day.



# MINUTES



## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 24 April 2018

---

It was agreed Dry Docks are to be approved by the general Committee on recommendation of the Power Committee following application by a member.

**ACTION:** Peter Wilkinson to add to the BAG (Boating and Accommodation Guide) that Dry Docks are to be approved by the General Committee by application.

### 6.4 Pens & Moorings Committee

Discussed pen movements.

### 6.5 Sail Committee

#### 6.5.1 CYC Sail Minutes – April 2018

Committee reviewed and discussed the Sail Minutes. Accepted as tabled. Rob Boykett advised that Junior Sailing is going well. Claremont Primary is considering displaying "Tackers" flyers on their notice board.

He also advised the Deepdene Bell Trophy is to be fixed to the wall in the Deepdene area.

Next years fixtures are to be approved by Swan River Racing. There is an ANZAC day sail tomorrow however overall sailing participating is not going well with the split between Saturday and Sunday fixtures. Currently reviewing.

### 6.6 Dinghy Committee

The Committee reviewed and discussed the Dinghy Minutes. Accepted as tabled. Walter Reeves advised that volunteers are to receive an embroidered jumper instead of the usual wine gift.

## 7. CONSTITUTION, RULES & BYLAWS

Bill MacLeod advised he met with Alex Salvaris regarding fine tuning and re-sorting the Constitution.

The Constitution accepted at the HYG N has been submitted and the RGL have come back with 2 pages of recommendations for changes. Alex is currently reviewing the recommendations.

## 8. SPONSORSHIP/PARTICIPATION

Nil to report.

## 9. GENERAL ACTION STATEMENT

03.1 Pen Fees – Actioned.

---



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 24 April 2018



- 03.2.1 Debtors – Actioned.
- 03.2.2 Debtors – Actioned.
- 03.2.3 Debtors – Actioned.
- 03.3 Traffic Lights – Ongoing.
- 03.4 Amendments to the Constitution Rules and Bylaws – Actioned.
- 03.5 Security Quotes for Functions – Actioned.

### 10. GENERAL BUSINESS

#### 10.1 Date for Special General Meeting for Development Proposal

Bill MacLeod advised that members require 8 weeks' notice before a Special General Meeting can be held. Further details will be presented when available.

#### 10.2 Progressing Action towards Car Park Lease

Committee approved for Bill MacLeod and Richard Teuchert to meet with the Council and have ongoing discussions regarding progressing action towards Car Park Lease.

#### 10.3 Improvement of Advertising Club Events – Peter Wilkinson's Comments

Peter Wilkinson expressed his concern with advertising half-details for events. He believes it is unprofessional and should list full details to ensure members are entirely informed.

#### 10.4 Trailer Carpark Slipway Area – Bill MacLeod's Comments

Bill MacLeod proposed to create possibly 3 Trailer Carparks for the Slipway area, which can be rented out for a fee. David Bovell believes big cars, such as 4wd will park in the area. Will monitor over the coming months and review in due course.

### CLOSURE

- 11. The meeting closed at 8:42pm.
- 12. NEXT MEETING – House Committee – Tuesday, 15 May 2018 at 6.30pm  
General Committee – Tuesday, 22 May 2018 at 6.30pm

Signed as a correct record of the meeting.

David Bovell  
Commodore

22-05-2018.

Dated



# MINUTES

## GENERAL COMMITTEE MEETING

6.30pm Tuesday, 24 April 2018



### ACTION STATEMENT – APRIL 2018

Action	Topic	Action	Responsible	Due
04.1	Debtors – Austin O'Brien	Rob Boykett to contact Austin O'Brien regarding his overdue account.	RB	
04.2	Rob Depiazzi – Insurance & Salary Sacrifice	Office to arrange for Rob Depiazzi's Insurance as Salary Sacrifice as an Agenda Item for the next General Committee Meeting.	RT – GM OFFICE	
04.3	BAG Amendment – Dry Docks	Peter Wilkinson to add to the BAG (Boating and Accommodation Guide) that Dry Docks are to be approved by the Power Committee and Commodore by application.	PW	

①

