



MINUTES

GENERAL COMMITTEE MEETING

6.30pm Tuesday, 23 January 2018



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1. **ATTENDANCE** – David Bovell, Justin Congdon, Darren Chatfield, John Olsen, Walter Reeves, Paul Hodgson, Bill MacLeod, Bill Harding, Peter Wilkinson, Robert Boykett.

Richard Teuchert – **General Manager**.

2. **APOLOGIES** – Peter Stanley, Mike della Posta.

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 19 December 2018 with the below amendments.*

Moved: Bill MacLeod

Seconded: Rob Boykett

Carried: All in favour

Amendments.

1. **Section 10.4** should read Bill MacLeod gave permission and David Bovell knew.

4. **CORRESPONDENCE IN/OUT**

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

- 4.1 Ken Judge is in Brazil and can finalise his account in full in 2 weeks, the contract can therefore be withdrawn.

ACTION: Richard Teuchert and David Bovell to make payment arrangement with Ken Judge.

- 4.2 Anthony Pruiti is rethinking his resignation and was querying if he could leave his small jet ski trailer in the car park when using the jet ski in the water as he lives in Churchlands and doesn't want to leave it in the water whilst transporting the trailer home. The Committee discussed this at length and agreed there was no short-term fix and that the Committee were reviewing the issue.

- 4.3 Bill Johnson has queried whether the Club can display more signage and cameras around for security control purposes.

ACTION: Richard Teuchert to investigate costings to increase Wi-Fi signal and camera quotes.

- 4.4 Rob Boykett received the Ron Tough Application and is working through it.

- 4.5 Kevin Wolfe paid his outstanding bill.

- 4.6 Mr Papaluca was querying the Yachting WA/Sailing Aust-Silver & Gold Cards.

ACTION: Richard Teuchert to investigate whether Yachting WA/Sailing Australia fee was paid, if not, to be paid immediately. Draft a dispensation letter.



MINUTES

GENERAL COMMITTEE MEETING

6.30pm Tuesday, 23 January 2018



5. MEMBERSHIP

5.1 Membership Report

New Senior Members:

- Lindsay Courtis
- Todd Whitfield
- Jack O'Mahony (Country)
- Patrick McMahon (Country)

New Social Members:

- Robin Dark
- Ashan Dissanayake
- Nelson & Julie Mews
- Adrian & Carolyn Brasnett
- Josie Manassis (Just Friends)
- Jo Jump (Just Friends)
- John Cozins (Just Friends)

Resignations:

- Wes Davies (Social)
- Don McBean (Senior)

Transfers:

- Richard Barry (Senior to Social)

Resolution ***That the Committee accepts the Membership Report.***

Moved: Rob Boykett

Seconded: Justin Congdon

Carried: All in favour.

5.2 Membership Count as at 17 November 2017

Membership count stands at 869. 359 Senior members.

6. REPORTS



MINUTES



GENERAL COMMITTEE MEETING

6.30pm Tuesday, 23 January 2018

6.1 GM Report

The General Manager, Richard Teuchert, presented the GM report and discussed the following items:

There has been a 20% decrease in revenue however there was an improvement of food cost of 5%. Overall COS improved by 3% as did GP. Beverage COS was static due to recent price increases covering previously held cost. Financials are looking good for this month.

Richard is currently training staff, has arranged uniforms and will look to improve table service. Rostering of casual staff will increase to reduce management's hours.

Wednesday buffet night will be reviewed over the coming months, may look at changing to an à la carte style night.

Overall Richard is receiving positive feedback from customers, the atmosphere is increasing, and service is improving.

An Automatic Payment Process is being established and Richard is meeting with the Bank, ANZ, on Tuesday 30th January.

The Club is looking to hold Sunday Session's outside on the grass from 4pm-7pm. It was advised by Richard that costings for entertainment would be required for up to \$650 per event. Approvals for the event will be attained once information and full costings are presented to the General Committee.

Richard Teuchert has viewed and accepted his employment contract as General Manager of The Claremont Yacht Club. Richard thanked the Committee and is looking forward to the year ahead.

6.2 House Committee

6.2.1 House Minutes January 2018.

Darren Chatfield advised his report is much of the same as the GM report and discussed the Sunday Session in further detail, costings are being obtained.

Items from Action Table discussed:

01.1 Automatic Payment Process – Meeting with the bank next Tuesday.

01.2 Sunday Session – Band has reduced and within noise restrictions.

ACTION: Richard Teuchert to double check noise restrictions for Sunday Session.

01.8 Regular Loan Payment – Payment for December 2017 was made.

01.10 Fuel Price Modeling – 8% mark up with 7% margin.

01.12 Debtors - Steve Harrison – Richard Teuchert has spoken with Steve Harrison who advised that he will pay \$500 tomorrow and remaining amount over weeks by 30 June (roughly \$119 plus admin fees per week). The Committee discussed this at length and agreed that Steve



MINUTES



GENERAL COMMITTEE MEETING

6.30pm Tuesday, 23 January 2018

Harrison will pay his old debt of \$1,000 by COB Thursday and pay remaining amount plus admin fees each week by 30 June. If Steve Harrison defaults, the continuation of his membership will be subject to immediate assessment by the General Committee.

Resolution	<i>That the Committee move for Steve Harrison to pay his old debt of \$1,000 by COB Thursday and pay remaining amount plus admin fees each week by 30 June. If Steve Harrison defaults, his ongoing membership will be immediately assessed by the General Committee.</i>	
6.2.2	D	<i>Moved: Bill MacLeod</i>
	e	<i>Seconded: Peter Wilkinson</i>
	o	<i>Carried: Majority in favour, David Bovell sustained from voting.</i>
	r	

01.19 Richard Teuchert - Employment Contract – Darren Chatfield moved a motion to employ Richard Teuchert as General Manager of The Claremont Yacht Club on a full-time basis. Cost concerns and affordability were raised however the Committee were confident with Richard’s skill set and performance to date. David Bovell to sign contract.

Resolution	<i>That the Committee move to employ Richard Teuchert as General Manager of The Claremont Yacht Club on a full-time basis.</i>	
	<i>Moved: Darren Chatfield</i>	<i>Seconded: Bill Harding</i>
	<i>Carried: All in favour.</i>	

01.20 Damon - Probation Extension – Damon’s probation to be extended by 3 months.

6.2.2 Debtors Report

John Olsen presented the Debtors report.

6.3 Power Committee

6.3.1 Power Minutes – January 2018

It has been noted that relatives and friends of members are using boats and access cards and no members are present. This is breaking the Club’s Boating Accommodation Guide “BAG”.

ACTION: Office to draft letter to “Cane Toad”, “Connoisseur” and Greg Keany advising they are breaking the BAG and are not to provide access to boats and cards to friends and relatives if they are not present. Notice to be sent in the mid-stream.

6.4 Pens & Moorings Committee



MINUTES



GENERAL COMMITTEE MEETING

6.30pm Tuesday, 23 January 2018

Discussed pen movements. It was noted that there is a discrepancy/error with John Bolto's GST calculations. The Pen sizes are misleading on the website, boats are encouraged to fit in the Pens.

ACTION: Richard Teuchert, Paul Hodgson and David Bovell to discuss John Bolto's handling of Pen query and respond accordingly.

6.5 Sail Committee

6.5.1 CYC Sail Minutes – January 2018

Discussed current Sailing numbers. New prospective Sailings members are starting to come in. Commodore's Cup will be held on Sunday 18th of March. All are encouraged to attend, around 40 boats are expected.

6.6 Dinghy Committee

The Committee is working on a Safety Management Plan for Sailing/Dinghy. Jackie is running the Tackers course however won't be doing the marketing. Costs can be reduced, Walter Reeves and Richard Teuchert to discuss further.

6.7 Management Review Committee

Nil to report.

6.8 Jetty Maintenance

Bill Harding advised that H-Jetty repairs are now completed and guaranteed a replacement pile if one pile in particular collapses. Bill Harding moved a motion to release \$5,000 to pay the outstanding invoice amount.

Resolution *That the Committee move to release \$50,000 as soon as the Club receives invoices for the Pile repairs.*

Moved: Bill Harding

Seconded: David Bovell

Carried: All in favour.

7. CONSTITUTION, RULES & BYLAWS

Bill MacLeod presented the amended Constitution for review and approval. Bill MacLeod highlighted the below points and made some minor spelling adjustments which are not included below.

9(b) - 10% of voting members to call a Special General Meeting.

In 10 (a) (iii) - please call the position "Minute Secretary" to distinguish from "Honorary Secretary".



MINUTES



GENERAL COMMITTEE MEETING

6.30pm Tuesday, 23 January 2018

Under "General Committee" 10 (b) (i) (c) Meetings and minutes (i) the General Committee shall meet regularly and at least SIX times per year.

16 Disputes - To be addressed to the Commodore (as in 4 (i)) rather than the Honorary Treasurer.

Resolution *That the Committee accepts the amendments made to the Constitution.*

Moved: Bill MacLeod

Seconded: Justin Congdon

Carried: All in favour.

8. SPONSORSHIP/PARTICIPATION

Nil to report.

9. GENERAL ACTION STATEMENT

- 12.1 Just Friends – Actioned.
- 12.2 INXS Booking – Actioned.
- 12.3 Policy for access cards – Withdrawn.
- 12.4 Agreement for Mr Judge – Actioned.
- 12.5 Move Mr Gailey into new category – Actioned.
- 12.6 Check Mr Harrison’s payment – Actioned.
- 12.7 Hiring Jacqueline – Actioned.
- 12.8 Draft Constitution – Actioned.
- 12.9 Upgrade on gate – Actioned.
- 12.10 Jetty Repair – Actioned.
- 12.11 Letter to Anthony Pruiti – Actioned.
- 12.12 General Manager position – Actioned.

10. GENERAL BUSINESS

10.1 Parkerville Twilight Night

Parkerville were querying whether CYC would formalise the Parkerville Twilight Night as an annual event. The Committee are committed however won’t formalise as an annual event.

10.2 In Confidence – Darren Chatfield’s Comments

There were some comments that were said in confidence at a Committee meeting last year with relation to a complaint regarding a member that were repeated. The matter has now been resolved and all accepted.



MINUTES

GENERAL COMMITTEE MEETING

6.30pm Tuesday, 23 January 2018



10.3 Alcohol Breath Test Machine – Paul Hodgson’s Comments

Paul Hodgson advised he can obtain a free Alcohol Breath Test for the Club. The Committee members voted on a show of hands. 6 voted for, majority passed.

10.4 Jetty System Files – Bill Harding’s Comments

Bill Harding advised that he has Jetty System Files at his residence in his basement.

10.5 Social Calendar – Bill MacLeod

Bill MacLeod advised the New Members Night, Sunday Session and Commodore’s Cup are clashing and can’t be integrated. Ongoing.

10.6 Credit Card Fees – David Bovell

David Bovell would like to introduce credit card fees.

ACTION: Richard Teuchert to investigate credit card fees when meeting with the Bank on Tuesday.

CLOSURE

11. The meeting closed at 10:12pm.

12. **NEXT MEETING – House Committee – Tuesday, 20 February 2018 at 6.30pm**

General Committee – Tuesday, 27 February 2018 at 6.30pm

Signed as a correct record of the meeting.

DBovell

David Bovell
Commodore

8-03-2018.

Dated



MINUTES

GENERAL COMMITTEE MEETING

6.30pm Tuesday, 23 January 2018



ACTION STATEMENT – JANUARY 2018

Action	Topic	Action	Responsible	Due
01.1	Ken Judge Payment Arrangement	Richard Teuchert and David Bovell to make payment arrangement with Ken Judge.	RT – GM DB	
01.2	Wi-Fi Signal Costs and Camera Quotes	Richard Teuchert to investigate costings to increase Wi-Fi signal and camera quotes.	RT – GM	
01.3	Yachting WA/Sailing Australia fees	Richard Teuchert to investigate whether Yachting WA/Sailing Australia fee was paid, if not, to be paid immediately. Draft a dispensation letter.	RT – GM	
01.4	Sunday Session Noise Restriction	Richard Teuchert to double check noise restrictions for Sunday Session.	RT – GM	
01.5	Non-member's – Boats and Access Cards	Office to draft letter to "Cane Toad", "Connoisseur" and Greg Keany advising they are breaking the BAG and are not to provide access to boats and cards to friends and relatives if they are not present. Notice to be sent in the mid-stream.	OFFICE	
01.6	John Bolto's Pen Query	Richard Teuchert, Paul Hodgson and David Bovell to discuss John Bolto's handling of Pen query and respond accordingly.	RT – GM	
01.7	Credit Card Fee Charge	Richard Teuchert to investigate credit card fees when meeting with the Bank on Tuesday.	RT – GM	30/01