



# Minutes



## GENERAL COMMITTEE MEETING

6.30 pm Tuesday 24 July 2018

1. **ATTENDANCE-** David Bovell, Bill Macleod. John Olsen, Peter Wilkinson, Mike della Posta, Bill Harding, Walter Reeves, Robert Boykett, Justin Congdon, Darren Chatfield, Paul Hodgson, Dave Andrews, Peter Stanley  
Richard Teuchert – **General Manager**
2. **APOLOGIES** – None
3. **MINUTES FROM PREVIOUS MEETING** - The minutes from the previous meeting were taken as read and accepted.
  - 3.1 **Section 6.2.2** was discussed and the General Manager was tasked with preparing JSF expenditure over the last few years to reconcile the decision to reverse the JSF funds into income. The Commodore's report to the AGM will reflect tracking of expenses.
  - 3.2 **Resolution template-** The General Manager raise the wording of resolutions and it was agreed that they would be shown as "Carried" or "Not Carried" unless a Member wished to have it stated they disagreed or abstained.

<b>Resolution</b>	<b>To accept the minutes of the General Committee meeting held 26 June 2018</b>	
	<b>Moved: Pete Stanley</b>	<b>Seconded: Darren Chatfield</b>
	<b>Carried</b>	

4. **CORRESPONDENCE-** It was also acknowledged that the General Correspondence showed acceptance by Honorary Members. The General Manager is to follow up those Honorary Member invitations that have not been accepted as yet.  
**ACTION:** General Manager to follow up non-responders.
  - 4.1 **Inwards;** Received and accepted.
  - 4.2 **Outwards;** Acknowledged.

<b>Resolution</b>	<b>To accept the correspondence</b>	
	<b>Moved: Bill McLeod</b>	<b>Seconded: Dave Andrews</b>
	<b>Carried</b>	

### 5. MEMBERSHIP

#### 5.1 Membership Report July 2018

It was noted that a number of 'Just Friends' Social Members have recently resigned with an additional loss of three Senior Members for various reasons.

##### 5.1.1 Andrew Greatrex

At the discretion of the Commodore, flags will be lowered to half-mast on the day of his funeral.

<b>Resolution</b>	<b>That flags be lowered in honor of Andrew Greatrex and flown at half-mast on the day of his funeral</b>	
	<b>Moved: Justin Congdon</b>	<b>Seconded: Bill Harding</b>
	<b>Carried</b>	

#### 5.2 Membership Count July 2018

It was noted that Voting Members were down by five from last year. Overall, last years membership count was 900 and this year it is 875 but much of this is a result of the number of resignations of Social Members. Additionally, it was noted that some Family Members do not have spouses.

## 6. REPORTS

### 6.1 GM Report

The General Manager tabled his report as read noting June's performance was improved over last year. Justin Congdon questioned the difference in fuel in the FY17 showing \$281,495 compared to FY18 costing \$304,799. For the year to date, both FY17 and FY18 showed a 92% cost of sales. The General Manager was tasked with tracking fuel pricing to ascertain whether there is a cost-cycle.

**ACTION:** General Manager to oversee a price check and request regular price updates from the supplier.

Justin Congdon questioned whether the 5.8% saving in the food cost of sales was as a result of improved purchasing. The General Manager stated that this was partly the case but moreover it was due to product being made in-house rather than being brought in pre-prepared. Labor management was highlighted as the main area of improvement this financial year.

The Pen marketing plan was also discussed with a brief outline of possible advertisement locations. The General Manager summarised his investigations and it was resolved to advertise in the Weekend West Australian and Boats Online immediately for the H Jetty pens. Discussion was undertaken regarding incentives to boat brokers and it was resolved to keep this in abeyance for now with the General Manager having discretion to negotiate with boat brokers should it be required to secure the rental of a pen.

### 6.2 House Committee

**6.2.1 House Minutes July 2018** – Darren Chatfield discussed the House Minutes, summarising that the financial year showed an improvement. He also informed the General Committee of a break-in that occurred at the club on the 13<sup>th</sup> of July, which resulted in approximately \$600 worth of spirits being stolen. A staff member had forgotten to turn on the alarm and a disciplinary meeting had occurred. He summarised that this was taken as an opportunity to improve procedures and staff training.

Justin Congdon questioned the squid quality and asked if there was any progress in regards to replacing it with something better. The General Manager explained that there is a plan in place to put the squid out as a special and if popular, to include it on the new menu.

Regalia: A sample white Helly Hansen jacket was handed around the meeting for assessment as to whether it would be suitable regalia at a cost of approximately \$150. Darren Chatfield noted that the jacket also came in blue, however, as we already blue jackets it would be a suitable alternative. Preorders will be taken and done in batches with success of the jacket to be monitored.

Upgrading of other regalia (tee-shirts etc) was also discussed briefly but was put in abeyance for a later date.

#### 6.2.2 Recommendation to pay a further \$150,000 from the loan.

<b>Resolution</b>	<b>Motion to pay a further \$150,000 from the loan</b>	
	<b>Moved: Darren Chatfield</b>	<b>Seconded: Justin Congdon</b>
	<b>Carried</b>	

### 6.2.3 Debtors report

The improvement in outstanding debtors was noted. It was mentioned that Greg Simpson has agreed to clear his account.

### 6.3 Power Committee

#### 6.3.1 Power Minutes July 2018

#### 6.3.2 Recommendation that Geoff Stewart be charged the full allocation fee

It was **resolved** that Geoff Stewart would be required to pay the 50% discount that he received on his allocation fee as he would not be able to complete 75% participation in events as was a condition on his arrangement.

It was noted that Bill Johnson has put another boat in and he is to be charged one and a half times the rent for the month of June. The arrangement for July's charges needs to be discussed further. It was noted that Bill has a son who is also a member so he is allowed 2x boats.

Evan Moore's purchase of "Tenacious" was discussed including Evan's plans to sell "Tenacious" on as part of a syndicate. It was noted that "Tenacious" was attached to Member Ryan Polla and fees were being paid.

**6.3.3 Recommendation that the Membership Co-ordinator work Wednesday to Friday**

It was agreed that the status quo would be maintained with the Membership Co-ordinator continuing to work Monday to Wednesday, however, days could be extended if requested by the Power Committee.

**6.4 Pens & Moorings Committee**

**6.5 Sail Committee**

**6.5.1 Sail Minutes July 2018**

The Rear Commodore Sail requested to be notified in future when new Members with yachts join.

**ACTION:** Office to notify the Rear Commodore Sail with the contact details of new members with yachts.

It was discussed that Swan River Sailing has requested CYC to remove unused courses.

**ACTION:** To placate SRS, unused courses are to be removed from Club's list of course options.

Walter Reeves is to attend the Sailing Australia meeting and to notify the General committee of the outcomes of this meeting.

Bill MacLeod discussed an Oktoberfest themed week and the possibility of a German themed band on the Saturday. The General Manager stated that quotes had been received between \$800 and \$1,650 for the entertainments.

**ACTION:** General manager and Bill MacLeod to pursue options for German themed music for Saturday afternoon. Costs to be investigated further.

**6.6 Dinghy Committee**

**6.6.1 Dinghy Minutes July 2018**

Walter Reeves noted that WALA have agreed to the metro series to be run on the 14<sup>th</sup> of October, 2018. Roughly 50 boats are expected to participate with around 20 trailers.

**ACTION:** The General Manager to contact Bethesda and the Town of Claremont regarding possible overflow parking.

<b>Resolution</b>	<b>That the General Committee accept the reports</b>	
	<b>Moved: Bill MacLeod</b>	<b>Seconded: Justin Congdon</b>
	<b>Carried</b>	

**7. CONSTITUTION, RULES & BY LAWS**

**7.1 Constitution Revision**

Bill McLeod discussed intentions to reformat the constitution to be simpler and easier to navigate. A Key will be prepared so that Members can move between the old format to the new format without confusion. Redundant parts will be removed. There will be a consolidation to provide a single route for disciplinary matters. Proposed changes will be presented to the General Committee to be reviewed and accepted prior to being presented for adoption at the Half Yearly General Meeting..

**ACTION:** Bill MacLeod to keep the General Committee informed on progress.

<b>Resolution</b>	<b>For the above process to be continued by Alex Salvaris, Bill MacLeod and Richard Teuchert</b>
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	<b>Moved: Bill MacLeod</b>	<b>Seconded: David Bovell</b>
	<b>Carried</b>	

**7.2 Code of Governance Guide:** To be presented at August meeting for adoption.

**7.3 Practices Checklist:** To be presented at August meeting for adoption.

**ACTION:** Bill MacLeod to send 'Practices Checklist' to General Committee members for review before the next meeting.

## 8. SPONSORSHIP/PARTICIPATION

### 8.2 Serenity Marine

The Commodore, David Bovell, mentioned the possibility that "Serenity Marine" has "on sold" their advertising space available through their sponsorship of the Club. It was noted that advertising should have been approved.

**ACTION:** The General Manager is to query this issue and follow it up.

## 9. ACTION STATEMENT

### 9.1 Galvanic Isolators

Justin discussed amendments of dates but the only other available date is next year so the new proposed date is for Tuesday the 18<sup>th</sup> of September but this date clashes with the House meeting. Other possible options were briefly mentioned but there was an overall preference for September. Darren Chatfield mentioned that the House meeting could be moved to another night. Justin Congdon to discuss this further with the General Manager.

**9.2 Greg Simpson (Debtor):** Ongoing.

**9.3 Pen naming conventions:** Ongoing

## 10 GENERAL BUSINESS

### 10.1 Proposal for amendment of car park access times

It was noted that the gate is not dropped on Fridays. It was also clarified that the access cards used by the Dinghy Members work for the car park and the car park is not overflowing on the proposed days.

<b>Resolution</b>	<b>For Dinghy members to have gate access Tuesdays and Wednesdays from 8am to 1pm in Winter</b>	
	<b>Moved: Walter Reeves</b>	<b>Seconded: Pete Stanley</b>
	<b>Carried</b>	

### 10.2 Bethesda Development Proposal

Bill Macleod reported to the General Committee on the Town of Claremont meeting.

**10.3** Justin Congdon mentioned that due to the excessive fees charged by YWA, the club could look at forming a subsidiary club for active boats with less capacity to pay YWA fees to reduce the overall impost of these fees on the Club. This is to be investigated further. YWA is to be advise that the Club will not pay the full amount invoiced this year.

### 10.4 Credit Card Fees

There was discussion regarding the application of credit card fees for Members paying by card. Processing fees are currently around \$18,000 per annum and the Club pays 1.4% for each transaction regardless of card type. It was also noted that late fees to Members are 1% per month. It was resolved that the General Manager should draft a policy regarding the application of credit cards fees.

**ACTION:** The General Manager is to draft a policy for discussion

### 10.5 Eskimo Nells Sticker

David Bovell raised the issue of the removal of the Eskimo Nells sticker that was found offensive by the spouse of a Member. The General Committee resolved that the stickers should be replaced.

### 10.6 AGM Timeline

Bill Macleod tabled the SGM and AGM timeline for information of committee.

### 10.7 SGM Development proposal

The vote on a Special General Meeting of Members, to assess whether the Club would proceed to investigate the future development of the Club, occurred on 17 July. It was noted that a motion was raised by David Bovell.

<b>Resolution</b>	<b>That a Special General Meeting of Members be called to discuss the future development of the Club</b>
	<b>Moved: David Bovell</b>
	<b>Carried</b>

Committee discussed the proposition to be put to the members and what information is to be made available. General Committee members advised that they were not aware of the content and details of the Head of Agreement. It was agreed that all Committee members should be provided with a copy of the document – in confidence.

**ACTION:** General Manager to distribute the document received, from the Developer, to all of the General Committee.

11 **CLOSURE.** The meeting closed at 9.45pm. Minutes taken by Lizzie Craine.

12 **NEXT MEETING: 6.30pm Tuesday 28 August 2018**

Signed as a correct record of the meeting.

  
David Bovell  
**Commodore**

28-08-2018  
Dated

