



CLAREMONT YACHT CLUB INC.



ANNUAL GENERAL MEETING

7.30PM THURSDAY 19 SEPTEMBER 2019

BAYVIEW ROOM

MINUTES

1. REGISTRATION OF FINANCIAL VOTING MEMBERS

Members completed the attendance register and the Commodore confirmed that a quorum was present to open the meeting at 7.30pm

2. MEETING OPENED

The Commodore opened the meeting.

3. CONFIRMATION OF ATTENDANCE AND QUORUM

Chair	Bill MacLeod	Commodore
Committee Members	Darren Chatfield	Vice Commodore
	Richard Boykett	Rear Commodore Sail
	Paul Hodgson	Rear Commodore Power
	Walter Reeves	Rear Commodore Dinghy
	Dave Andrews	Honorary Treasurer
	Peter Stanley	General Committee
	Bill Harding	General Committee
	Peter Wilkinson	General Committee
	Justin Congdon	General Committee
	Mike Della Posta	General Committee

CYC Members – eligible Voting Members as per Attendance Register

Bryan Greatrex	Paul Hodgson	S.G. Scott	C Milner
B MacLeod	J Crockett	A Dixon	David Anderson
Peter Boykett	Phil Scott	Hugh Cook	Dom Papaluca
John O'Donnell	Alex Salvaris	David Bovell	Jim Wells
Geoff Shute	Rob Grieve	Clive Annear	Simon Hewson
Bill Harding	Peter Stanley	Peter Wilkinson	Ross Campbell
Dean O'Rourke	Max Woods	Jon Gregson	Gray Marshall
Rob Ryan	Dave Andrews	Roger Hunt	Todd Whitfield
Arthur Poland	Ann Caddick	Ivan Vella	Paul Dowding
Bruce McElhinney	Geoff Congdon	Justin Congdon	Michael Della Porta
John Vlahos	Jim Thorogood		

NON-VOTING MEMBERS:

Kim Hewson	Wally Giles	Liz Hunt	Wilma Poland
John Steinhardt			

4. CONFIRMATION OF APOLOGIES

Mike Durack	Peter Webb	Emmanuel Petrelis	Con Petrelis
Sandy Moyle	Tim Coakley	Mal McKercher Jnr	John Martin
Walter Reeves	Mark Thomas	Kingsley Porter	Glenn Melton
Richard Vincent Ed	Harrison Stewart	Craig Stewart	Matthew Pearce
Ed Ryan	Rebecca Bovell	Tony Bovell	Rob Boykett

There were no further apologies.

5. APPOINTMENT OF SCRUTINEERS

The Commodore sought Members to act as scrutineers for the meeting to count votes. Liz Hunt, Wilma Poland and the General Manager agreed to act as scrutineers. It was confirmed that there were 42 voting Members present.

6. ACCEPTANCE OF MINUTES OF THE HALF YEARLY GENERAL MEETING – 21 MARCH 2019

The Commodore asked Members if there were any comments or amendments to these Minutes.

Motion	To accept the Minutes of the Half Yearly General Meeting held on 21 March 2019.	
	Moved: Steve Scott	Seconded: Jeff Congdon
	Motion Carried	

The Commodore asked if there were any comments or amendments to these Minutes.

Steve Scott asked the Vice Commodore what progress is being made on reviewing the costs of functions to Members as opposed to non-Members.

The Vice Commodore replied that this would be discussed when the Treasurer spoke to his report. He advised that the matter had been put to the General Committee and confirmed that if a Member held a function in the restaurant when the Club was operating they could charge the amount to their account Club and receive the Members' discount at that time. This was passed by the Committee. Further room hire was rarely being charged to Members.

The Vice Commodore also advised that some research was done on the value of functions to the Club and found that having outside functions held at the Club was profitable.

David Bovell advised that the Committee would continue to review the matter as there are some people on the Committee that are not happy with those results and will be driving the issue that Members receive better deals. He confirmed that the Committee is still working on the issue.

7. PRESENTATION OF REPORTS:

7.1 COMMODORE'S REPORT

The Commodore presented his report.

The Commodore offered his thanks to committee members and volunteers and advised that Sylvia Boykett would be resigning from her volunteer role in the archives. He advised that flowers would be presented to Sylvia personally as she was unable to attend the meeting.

The Commodore presented Jim Crockett with the Commodore's Award 2019.

A motion was presented to accept the Commodore's Report as tabled.

Motion	To accept the Commodore's Report as tabled.	
	Moved: Steve Scott	Seconded: Ross Campbell

7.2 TREASURER'S REPORT

The Treasurer spoke to his report highlighting:

- The overall surplus for the year ending 30 June 2019 of \$246,232 (2018) \$325,902) after allowing for non-cash depreciation of \$261,658 (2018 \$286,864).
- Pens and Mooring are down due to boats leaving the marina system rather than re-accommodating under new ownership and prospective senior Members are difficult to secure due to competitive rates being offered by other Clubs but stated that there had been an increase in enquiries recently for pens up to 45 feet and the General Committee continue to look at ways to attract boats into the H South pens.
- Bar, Restaurant and Functions is comparable to the previous year. The General Committee agreed to absorb beverage price increases this financial year which was maintained.
- Membership subscriptions and nominations have reduced. Membership numbers are expected to grow over the course of 2020 as enhancements to the Club facilities increase in the marketplace and marina pen enquiries materialise into new Memberships.
- Administration expenditure has fallen by 10.7% on diligent cost control and successful repricing of a number of supplier contracts. Due to the effort of the General Manager in re-negotiating key contracts, it is forecast next year the Club will be subject only to administration cost escalations commensurate with CPI.
- Total Member funds and reserves at 30 June 2019 are \$17,274,307 including cash at bank of \$167,079 and current Member debtors of \$693,481. The majority of the Member debtors balance has subsequently been collected.
- The mortgage loan account continues to reduce and following loan repayments of \$304,000 during the year the balance sits at \$1,000,000.
- Cash flow generating from operating activities totalled \$484,719 equating to \$526,744 before interest payments similar to the pre-interest cash flows last year. Cash flows from operations are funds generated to be used to repay debt and invest in capital projects.
- The General Committee has earmarked \$150,000 as house renovation funds, to be utilised across a number of facility improvement projects. Initially the General Committee is seeking endorsement to renovate the downstairs bathrooms at an expected cost of \$85,000.

The Treasurer opened the floor for discussion.

Jeff Congdon asked if the food and beverage revenue of \$760,000 included outside functions.

Darren Chatfield responded and advised that the sum of \$760,000 in food and beverage operations had a split of 45% function income and 55% general Member trade. He advised that the club required food and beverage revenue of \$60,000 per month to break even. Our typical Member spend is \$35,000 per month and if we only had this as a revenue source we would incur a loss of approximately \$15,000 per month. This was evidenced in January where there were not functions and we incurred a loss of approximately \$20,000.

Jeff Congdon enquired as to whether this was due to wages.

Darren Chatfield responded that \$10,000 - \$12,000 per month was used in overheads to run the Club. He stated that wages paid to the Chef and the Food and Beverage Manager took up a large part.

Jeff Congdon stated that as we have a Food and Beverage Manager could the profit margin be increased.

Darren Chatfield responded that they could and advised that the functions are more profitable than portrayed and the reason is that without functions the Club would show a loss of between \$150,000 – \$200,000 per annum without the benefit of functions.

Jeff Congdon enquired as to the need of a function manager and Darren Chatfield responded that if there were no functions the salary of the function manager would be saved but \$350,000 would be lost. The salary is nowhere near that.

Jeff Congdon enquired as to what the salary is paid to a function manager and it was advised that it was less than \$100,000 per annum.

Geoff Congdon stated that there had been no increase in food and beverage since the employment of the function manager.

The General Manager spoke to this enquiry stating that in November 2017 a food and beverage manager was appointed who then resigned in January 2019 and was replaced. Since the food and beverage manager was employed there was an improvement in the food and beverage surplus from 2017 to 2018 of \$160,000 and that stabilised over the course of last year although it did not increase but going from a loss of \$120,000 to \$30,000 surplus should show the benefit of that position.

David Bovell added that the first Food and Beverage Manager left and probably did not do the right thing in all of the functions so a hole was created and then due to an injury sustained by the second Food and Beverage Manager not being able to commit to the task as would be required. Improvement is expected when the Food and Beverage Manager returns to work on a full-time basis who will endeavour to obtain further bookings for functions.

The General Manager responded to Jeff Congdon and advised that since his employment the direction that was given was to attempt to break even and not incur a surplus. The General Committee made a decision not to increase prices in 2018 so the Club ended up going the best part of 19 months without an increase. The beverage prices were held static and the food prices were negotiated up for the functions. From a beverage package the prices were negotiated up from what they were before. A surplus of approximately \$2,000 was on a break even and the only difference between the previous year and this year was the statutory 3½% National Wage Case increase in wages. The idea is to increase revenue and profitability with outside functions for the sole purpose of not increasing Members' prices and delivering a better service.

The Commodore asked if there were any questions and if the Treasurer's report could be accepted.

Motion	To accept the Treasurer's Report.	
	Moved: Steve Scott	Seconded: Bob Grieve
	Motion Carried	

7.2 AUDITED FINANCIAL REPORT

The Commodore moved that a motion be put to accept the Audited Financial Report.

Motion	To accept the Audited Financial Report.	
	Moved: David Bovell	Seconded: Dave Andrews
	Motion Carried	

The Commodore requested that the ballot papers for General Committee positions be distributed. He advised that there are 7 nominees and he requested that Members mark only 4 boxes.

8. NOTICES OF MOTION TO CHANGE THE CONSTITUTION

8.1 MOTION 1 – GENERAL MEETING OF MEMBERS

Alex Salvaris briefly read the changes to the Constitution from the explanatory notes presented. He reiterated that the changes to the Constitution required a majority of 75% and by changing the Rules only a majority is required.

Steve Scott spoke to the issue of the amended motion and stated that the extension of the period time for the Rules that it should be remembered that the Membership fees are contained in the Rules and not in the Constitution and therefore there is an issue in which Members take far more recklessly than running around changing the Constitution and therefore supports the motion.

The Commodore summarised the proposed change which allow the rules to be changed 2 weeks prior to the Annual General Meeting.

Clive Annear stated that in a nutshell the Constitution provides for the General Committee for one or more voting individual Members the right to post a motion to make a change to a rule 2 weeks after the deadline date proposed by the constitutional motion.

David Bovell stated that he opposed the motion as the club has had a constitution for 50 to 60 years and that no one had complained. The rules coming in can be changed after 14 days and after amendment to the Constitution can be debated at the AGM. The 4 week parcel would have to approve the amendment and then it would go through. The Members would not be affected either way but ultimately will lose a small percentage.

Motion	Motion as amended be put.	
	Moved: Steve Scott	Seconded: Dave Andrews
	Motion Carried	

Motion	Motion as amended be accepted.	
	Moved: Steve Scott	Seconded: Dave Andrews
	Motion Carried 75%	

8.2 MOTION 2 – DUTIES OF THE VICE COMMODORE

Clive Annear spoke to the motion which was seconded by David Bovell and read his proposed special resolution to be put to the Annual General Meeting.

He stated the following:

“It shall be the duty of the Vice Commodore to assist the Commodore, **unless determined otherwise by a majority General Committee Vote.** In the absence of the **Commodore** the Vice Commodore to officiate in his/**her** stead”.

Steve Scott stated he was against the motion and that each flag officer has the same power as everyone except the Commodore. The Vice Commodore chairs the House Committee which is not specified in the Constitution. The Vice Commodore alone could be placed in a position of conflict is wrong. Any flag officer or General Committee Member is bound to accept the majority vote of any Committee which they chair or sit. Whether they propose or accept what was being voted on the pre-course of flag officers and General Committee Members who do not agree with the motion is to seek to have the vote overturned at subsequent meetings or resign. The proposed amendment is clumsy and misguided and is not necessary. It has been developed because of an unfortunate incident that occurred some months ago. The provision in clause 10(c)2 is sufficient.

David Bovell stated that the Vice Commodore has very little power and that his job is to serve the Commodore. If he has a conflict with the Commodore there is an issue. The Constitution simply says that if the General Committee decide that he is not required to serve the Commodore then they can vote otherwise.

Chas Milner stated every Member selected to the General Committee are board Members. They are independent of each other when called upon. The Vice Commodore under the current Constitution acting within the law could have a voice.

The Commodore put the motion to vote and the motion was lost.

9. OTHER NOTICE OF MOTION

9.1 MOTION 3 – CAPITAL EXPENDITURE DEEPPENE BATHROOMS

The Commodore stated that as there were no further questions the motion was put to the vote.

Motion	Motion 3 to be accepted	
	Moved: Darren Chatfield	Seconded: Peter Boykett
	Motion Carried	

9.2 MOTION 4 – SLIPS MOTION

Alex Salvaris stated that this motion would be put as a special resolution in case it was necessary to adjust any provision of the other special resolutions with the intention to allow the General Committee to amend the wording in the Resolution.

Motion	Motion 4 – Slips Motion	
	Moved: Alex Salvaris	Seconded: Darren Chatfield
	Motion Carried	

10. ELECTION OF OFFICE BEARERS FOR SEASON 2019/2019

The Commodore requested that the ballots be collected and counted.

The Commodore advised that the incoming general committee Members were John Gregson, Rob Ryan, and Alex Salvaris and that the continuing Members were Bill Harding, David Bovell, Peter Wilkinson and Peter Stanley.

The 2019/2020 Committee positions elected were:

Commodore	Darren Chatfield
Vice Commodore	Paul Hodgson
Treasurer	Dave Andrews
Rear Commodore Power	Mike Della-Posta
Rear Commodore Sails	Richie Boykett
Rear Commodore Dinghy	Dominique Papaluca
General Committee	Bill Harding (2 year)
	Peter Stanley (2 year)
	Alex Salvaris (2 year)
	Jon Gregson (1 year)
	Peter Wilkinson (1 year)
	Rob Ryan (2 year)
	David Bovell (1 year)

Commodore Darren Chatfield thanked the outgoing Commodore Bill MacLeod for the many contributions that he had given to the Club.

He expressed his thanks to all Members in putting their trust in him and to the group of people who have given vast amounts of their time to help run an excellent Club and that he looks forward to calling upon their knowledge during his time as Commodore. The Commodore stated that he was proud and privileged to be taking up such a post and that he will not take the job lightly and that with his team the Members can be rest assured that they will be in good hands.

11. ELECTION OF PATRON, VICE PATRON AND AUDITOR

The Commodore made a motion to elect the Claremont Mayor, Jock Barker as Patron and Hugh Cook as Vice Patron and Dave Andrews to Auditor.

Motion	Motion to elect patron Jock Barker, vice patron Hugh Cook and auditor Dave Andrews	
	Moved: Bill MacLeod	Seconded: Darren Chatfield
	Motion Carried	

12. GENERAL BUSINESS

Finally the Commodore stated as there was no further business he declared the meeting closed and looked forward to seeing everyone at the Open Day to be held on 12 October 2019.

13. MEETING CLOSED

The Commodore thanked all Members for their attendance at the meeting. There being no further business the meeting was declared closed at 9.10pm.

Signed and Accepted by:

Darren Chatfield
Commodore