



Stillwater Boating Club Inc

STILLWATER BOATING CLUB INC

Minutes of the Committee Meeting

Held Monday 17th August 2020 via online correspondence – Zoom

Meeting declared open: 6:35pm

PRESENT:

Michelle Charles, Mike Dance, Stu Hunton, Gareth Duncan, Roger Tweddell, Chevelle Munro, Fiona Haylock, Steve Sharp

APOLOGIES:

Hilton Marwick, Malcolm King

MEMBERS PRESENT:

Nil

VISITORS PRESENT:

None

MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting read and accepted as a true and accurate record.

Moved: Mike Dance

Seconded: Stu Hunton

Carried

MATTERS ARISING FROM PREVIOUS MINUTES:

- Rodent baits will be followed up on
- Bad debtors have been contacted and some settled, remaining are paying instalments – Progress has been made but still an ongoing matter.
- A drum of used oil has been dumped in the yard, and rain has filled to overflowing. need to syphon some out, which is still a working progress.
- Pontoons have been collected; Mike and Malcolm arranging quote on poles.
- HDMI plug on new TV is playing up again and further following up is needed
- Club Manager role is to stay as-is for now – formal decision to be made in the next coming meetings.

INWARDS CORRESPONDENCE:

- Letter received – regarding boat storage (Vice Commodore to read and advise)
- Members are enquiring around when membership cards will be sent out – Michelle has advised this will be in the next few days.
- On-going communications with council over moving emergency water tank behind dingy lockers for club use.

Suggestion Box:

Nil

OUTWARDS CORRESPONDENCE:

Nil

TREASURER'S REPORT:

Cheque account	\$36,625.78	
Accelerator account	\$11,188.64	
Profit and Loss: Total trading income		\$52,752
	Cost of Sales	\$14,978
	Profit – gross	\$37,774
	Profit – net (loss)	\$26,754

- * Membership renewals are around 229, good numbers for this time of the new membership year.
- * Accelerator account shows Covid19 wage subsidy funds (including any surplus). Any surplus funds will not be used until clarification has been made on the correct process to follow, as to date the indication is that this will need to be repaid.
- * Profit margins on cigarettes discussed, further investigation required.

Financials Approved:

Moved: Fiona Haylock

Seconded: Steve Sharp

Carried

YARD REPORT:

- Hard stand has been opened; significant steps have been taken to meet level 3 protocols including contact tracing.

HEALTH AND SAFETY:

- N/A – New Health and Safety officers to be elected.

BUILDINGS & INFRASTRUCTURE:

- HDMI plug on new TV is playing up and further following up is needed
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APPOINTMENT OF NEW OFFICERS:

Club Captain: Gareth Duncan

Moved: Mike Dance

Seconded: Stu Hunton

Carried

Health and Safety Officer: Steve Sharp

Moved: Mike Dance

Seconded: Fiona Haylock

Carried

Yard Captain: Stu Hunton

Moved: Fiona Haylock

Seconded: Steve Sharp

Carried

Financial sub-committee: As per Constitution.

- Comprising of the Commodore (Chair), Treasurer, and Vice Commodore and Club Captain when required, and the independent Club Accountant when required.



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Building and Facilities sub-committee: As per Constitution.

- Comprising of the Commodore (Chair) and Vice Commodore; when required, Yard Manager, Club Captain.
- It has been raised that the Health and Safety Officer should have active involvement in this sub-committee.

Club Events and Activities sub-committee: Fiona Haylock and Chevelle Munro

- Further discussion needed around sub-committee breakdown, such as 50th Anniversary and fishing competition. – To be discussed around co-ordination of these events at the next meeting. Hilton has expressed interest to assist.

Fishing sub-committee:

- To amalgamate with events and further discussion required around the break down and to be further discussed at the next meeting.

50th Anniversary sub-committee:

- To amalgamate with events and further discussion required on dates, themes, and general ideas encouraged to start.

Pontoon sub-committee: Mike Dance and Malcolm King

- Further funding is required, and fundraising events discussed. Further ideas around fundraising options to be brought to the table next meeting.

Waterwise sub-committee: Is needing to identify members to support.

- Needing to identify someone outside of the committee to run the communications and take ownership of this. – To be identified.

Disciplinary Committee: Was not elected at the AGM – Mike will be contacting the previous members to find out their interest in staying on in this role.

GENERAL BUSINESS:

- Concerns of members drinking at the Boat Club while it is shut under Level 3 restrictions, particularly in the rubbish that is left behind. This will be monitored for the time being.
- In anticipation of a movement to level 2, Treasurer, Vice Commodore and Commodore to monitor and make this decision when and if necessary.
- Employment contracts for Boat club staff to be looked at to ensure that all clauses in the employment contract are accurate and reflect a 'business interruption' clause.
- Employees on a permanent- part-time contract are to be given complimentary Boating Club Membership during the course of their employment.

Moved: Chevelle Munro

Seconded: Fiona Haylock

Carried

- Concerns of members bringing dogs to the club, particularly on the club deck during opening hours. While there are signs outside the club, it will be added to the 'Club Rules' notice.

Moved: Mike Dance

Seconded: Stu Hunton

Carried



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- **Vice Commodore Proposed:** *To increase the hard stand fees after 3 months on the hard stand.*

The current standout fees will remain and will be charged at an increase of 20%, however new increases and the processes of implementing the changes will be decided upon at the next meeting.

Moved: Mike Dance

Seconded: Fiona Haylock

Carried

- New opening and closing hours for general trading (excluding events) to be elected, in correlation with Winter and Summer hours.

Proposed hours:

Winter/Spring
(1st June – 31st October)

Wednesday 4:00pm – 8:30pm
Thursday 4:00pm – 8:30pm
Friday 4:00pm – 10:30pm
Saturday 4:00pm – 9:00pm
Sunday 4:00pm – 8:30pm

Summer / Autumn
(1st November – 31st May)

Wednesday 4:00pm – 9:00pm
Thursday 4:00pm – 9:00pm
Friday 4:00pm – 11:30pm
Saturday 4:00pm – 10:30pm
Sunday 4:00pm – 9:00pm

The club is still able to be closed earlier at the discretion of the bar manager and/or if there are less than 6 servable patrons.

Moved: Michelle Charles

Seconded: Rodger Tweddell

Carried

Next Meeting: *Monday 21st September at 6:30pm*

Location: *Boat Club (subject to change according to Covid levels)*

Meeting Closed: *9:05pm*