

STILLWATER BOATING CLUB INC
Minutes of the Committee Meeting

Held Tuesday 14 August 2018

Meeting declared open: 7.05pm

PRESENT:

Michelle Charles, James Pemberton, Karen Boyle, Stuart Hunton, Craig Lowdon, Roger Tweddell, Corinne Graydon, Mark Penniall, Gaynor Ruka, Malcolm King

APOLOGIES:

Kelly Haliburton, Gareth Duncan

MEMBERS PRESENT:

Jessica Lowdon

VISITORS PRESENT:

Nil – Geoff still unwell

COMMODORE'S OPENING ADDRESS:

James opened the meeting with his suggestions how the meetings/committee can run going forward.

Requested all to be on time – meeting to start at 7pm, and suggested we take a quick break at 8pm.

Pointed out that we are all here for the betterment of the club, which needs to be our focus. There will be things you may or may not agree with and the vote may or may not go your way. Stressed the importance of working as a team and encouraged not to repeat committee discussions outside of the committee. We must work well together, and leave any personal issues at the door and function as a committee. Important to try and keep just one person speaking, try not to interrupt so we can get through what needs to be discussed.

Procedure for a motion for a general discussion - put the motion forward, then second then carry. Alternatively, if you bring in your own idea, we will have a general discussion. We will then debate it, then when the debate is over, will reiterate exactly what it is so it can be documented correctly, moved, then seconded or voted. We can go to a secret ballot if need be. The commodore will judge it, but has the deciding vote. If a decision can't be made on the night, then retire and come back with more information the following month.

We will try to keep the meeting structured as we can so we all have our say. If approached while socially at the club and the conversation gets too involved, then advise the member to put something in writing and leave in the suggestion box. If anyone wishes to bring something to the table, email the secretary, so this can be added to the agenda, and all other committee members have the chance to consider it. Also any documentation to study might be handy in advance.

MINUTES OF THE PREVIOUS MEETING:

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

Explained to new committee members of the process and decision regarding the petition.

Moved: Stu Hunton
Seconded: Michelle Charles
Carried

MATTERS ARISING FROM PREVIOUS MINUTES:

* Nil

INWARDS CORRESPONDENCE:

- * Letter from a member regarding a wheel going missing off their dinghy while in the boat yard.
To be discussed further.

- * Email received from another member regarding the fencing and turning restrictions when people park in the area near the new fencing. Responded and explained the committee are aware and are putting up signage etc to ensure people do not park there. Committee advised to bear in mind and advise anyone if we see them parking in that area. Signage is now installed.

Suggestion Box:

- Nil
- Committee notified to ask people to use this if approached at the club, and ensure they put their name on the form.

OUTWARDS CORRESPONDENCE:

- * Letter sent to member re cars parked in carpark. Explained background to new members.

TREASURER'S REPORT:

Cheque account \$18,913.95
Accelerator account \$40,274.71
Profit and Loss: Details as per AGM P&L

- * There has been many new memberships coming in
- * Still one large debtor an issue re the yard fees.
- * Now only owed about \$5-6k. Stu has done well with sorting this out.
- * Great year compared with last year. Our surplus trading doubled, hit record profits in the summertime over the bar. Social and fishing events helped to boost the bar sales.

- * Advised we are always maintaining and improving the club and facilities. This is why the Commodore asked for feedback from members at the AGM as to where they wanted their money to go. If the club is to be extended we have to keep pushing profits then we may need to approach the bank. Corinne advised she had looked into funding for these sorts of things – there's a lot of organisations that offer up to 80% of the funding, once proven we help charities etc. Also the Environmental Trust may assist if deemed to be improving the river etc.
- * Last couple of months have been a loss, due to spending on security, bar etc and the bar income is always less in the winter time.
- * Memberships are at 179 paid - 2/3 family and 1/3 individual.
- * Corinne mentioned some people did not know memberships were due and wondered about their invoices not being sent out. Questioned if we should do a mailout. Time was somewhat limited as committee numbers had reduced. Michelle explained to all committee how the process worked. It does take a while to get all the information in and up to date.
- * Roger suggested we should do a mailout about what we're doing and what we've achieved then attach this to the membership form. Michelle has done similar in the form of an email. Those without emails received a letter in the post. Discussed other software that can help with automation.

CLUB CAPTAIN'S REPORT:

- * As reported at the AGM.
- * James confirmed that we have paid for the cabinetry in the new area but Jess owns all the equipment and the club opening during the day is all Jess's business. The committee has allowed her to do that. The club will continue to get 10% of what Jess sells.

FISHING REPORT:

- * Nothing changed since AGM

YARD REPORT:

- * Nothing changed since AGM

HEALTH AND SAFETY:

- * Will discuss in General Business - elections of role and sub-committees

GENERAL BUSINESS:

- * **Waterwise**
Need an instructor and someone who can also attend the national committee meetings. Runs over the summer months. Initiative of Darik and Christine for the community. Izelle can't do this anymore. Michelle to get more information from Izelle on recommendations she has given, and possibly do some FB requests. We have all the boats etc.

* **Election of Roles and Sub Committees**

○ **Yard Manager**

Stu nominated and happy to remain

Moved: Roger Tweddell

Seconded: Gaynor Ruka

Carried

○ **Club Captain**

Roger happy to take this role and perhaps have a backup – Corinne and/or the rest of the committee.

Moved: Corinne Graydon

Seconded: Craig Lowdon

Carried

○ **Health Safety and Environmental Representative**

Mark is happy to be appointed and is familiar with what is required. Roger confirmed we all need to stay ahead of this and Stu to be heavily involved regarding day to day activities. Mark away 30th Aug to 21st September. This is a new role we feel is needed.

Moved: James Pemberton

Seconded: Stu Hunton

Carried

○ **Financial sub-committee** – made up of Commodore and/or Vice Commodore, Club Captain, Treasurer and the independent Club Accountant

○ **Building and Facilities sub-committee** – made up of Commodore and/or Vice Commodore, Club Captain, Bar Manager and up to two financial club members not on the committee.

Dave McDermott and Mike Dance were suggested as ideal if committee and Dave/Mike are in agreement. To be followed up and confirmed next month.

Motion: James Pemberton

Seconded: Roger Tweddell

Carried

○ **Club Events and Activities sub-committee** – made up of Club Captain, Bar Manager, two current committee members and up to three financial members who are not on the committee. Current committee members to be Michelle and Malcolm and they will recruit up to 3 financial members not on the committee. Final details to be confirmed next month.

Moved: Craig Lowdon

Seconded: Stu Hunton

Carried

- **Fishing Committee**

Discussed and agreed this is better to run as a separate sub-committee from the Club Events and Activities sub-committee, as experienced in the past that this is a big job and is best kept with a separate group of people. There is a lot of work involved in each. Agreed to structure this the same as the Club Events and Activities sub-committee. Current committee members to be Corinne and Stu with Gaynor happy to help. They will recruit up to 3 financial members not on the committee. Final details to be confirmed next month.

Moved: Gaynor Ruka
Seconded: Craig Lowdon
Carried

- * Silverdale Markets

Gareth won't be doing these this year. Discussions around options to run this. 3rd Saturday of every 2nd month. Possibly pay someone \$100 to do this – a reliable family member of someone on the committee perhaps? To be discussed further next month.

- * Visitors fishing off the wharf – as discussed at the AGM. Concerns the river may become over-fished. Out of town, non-members frequently come and fish off the wharf, often taking under-sized fish and/or over the limit. Eric Dudek advised he is happy to keep an eye on this and speak to those concerned. So far it's been positive. If they are taking too many or undersized fish we can ask them to leave and/or trespass them.

- * Access through the boatyard was brought up to explain to new committee how the process was carried out and what the current status is, and what is happening going forward. Fences are up and council will be erecting a permanent fence in that area. Our correspondence with neighbours has now finished. This is between neighbours and the council.

- * AGM discussions – extension of the wharf. This is to progress and work to commence ASAP.

- * R&M of the club – Waterblast, chemwash, or similar to be done and general maintenance, maybe painting, etc. All asked to think about what we want to do. Suggested the tube lights be replaced with LED downlights, acoustic board surrounds to be painted, fans updated – new smarter fans. Upgrade of the furniture suggested, theme the club somehow. All to have a think about what theme or look we want. Possibly the outside poles and chain painted white, a whitewash along the jetty, etc, etc. Outdoor tables to be fixed up with feet on them to stop tipping over and sinking into the ground.

No overflows at the tops of the tanks – need overflows at the top of all the tanks so they step down from one to the next, to the next, so not wasting water. Also now have a post mix so need an accumulator to stop the pump coming on and off every time the post mix is being used. Suggested we do this ASAP – likely to be around \$200.

Moved to get Martin to do tanks and the accumulator

Moved: James Pemberton
Seconded: Roger Tweddell
Carried

- * Mark suggested maybe a Sunday afternoon family environment with beanbags, someone playing acoustic, tide in etc. Maybe once a month on a Sunday when tide in and open up a bit earlier.
 - * Calendar to be prepared for Fishing and Events. Fishing committee to please work on some dates. Raft race will be 10th March. Printed events calendar to be put together again.
 - * Working bee – Stu wants to clean up behind dinghy lockers etc, shelves in the container and a tidy up in there as well. A lot of stuff in the loft, a lot of bar stuff in the kitchen area. Could get some shelving from Bunnings to store stuff in the container. Clean up and concrete the area in far corner where new fence is, beside the dry shelter.
- Stu to compile a list of work required, put out to committee and members.
Discussed holding a BBQ for those that come and help out.
- * Committee has found some anomalies or additions required in the Constitution. Records to be kept throughout the year and amendments put forward at 2019 AGM.

Next meeting: Tuesday 11th September @ 7pm
Meeting closed: 9.20pm