

STILLWATER BOATING CLUB INC
Minutes of the Annual Committee Meeting

Held Sunday 2 August 2020

Meeting declared open: 2.06 pm

PRESENT:

Attendees list attached to Secretary's records.

APOLOGIES:

Mike Dance, Martin Watt, Michael Renner, Corinne Graydon, Gaynor Ruka, Janine Healy, Tony Butler, Mark and Shelly Penniall

MINUTES OF THE PREVIOUS MEETING

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

Minutes Accepted

Moved: James Pemberton

Seconded: Kelly Haliburton

All agreed

So carried

MATTERS ARISING FROM PREVIOUS MINUTES:

Nil

INWARDS CORRESPONDENCE:

Nil

OUTWARDS CORRESPONDENCE:

Nil

MATTERS ARISING FROM CORRESPONDENCE:

Nil

ACCOUNTANT/TREASURER'S REPORT:

Please note that once financial reports are passed at each meeting they are uploaded to the Incorporated Societies website, so are available there for all to view.

Michelle went through results as per Accountant's report:

- Trading income from Bar and Kitchen sales decreased by \$47,387 to \$256,619 (L/yr \$304,006). *The Club was closed from 25 March until 12 June due to Covid 19 lockdown and subsequent trading restrictions for the hospitality industry. This had a significant impact on sales figures.*
- Cost of sales totalled \$146,383 (L/yr \$ 190,467). This year kitchen food and cigarette purchases have been classified separately to bar (alcohol) purchases.
- Direct costs reduced by \$10,537 to \$ 91,346 (L/yr \$101,883) which consisted of final kitchen payment to Jess Bird (contract ceased) and staff wages of \$124,132 (L/yr \$101,883). *Kitchen duties performed by Jess were taken up by other staff members which is reflected in higher wages which will be offset by higher margins.*
- Covid wage subsidy was received. Club staff work minimal hours and only receive their average wage from the Subsidy, even though the Club received \$350 per week for part timers. It is unlikely the entire Covid funds allocation will be used by the end of subsidy periods and the Club may be required to re-pay surplus funds which are held separately in Accelerator account.
- Other General Club Revenue totalled \$79,417 (L/yr \$104,649) which included:
 - Hardstand Income \$49,066.
 - Membership/ Joining fees \$26,068
 - Dinghy locker rental \$4,284.
- Expenses against general revenue totalled \$8,663 (L/yr \$15,424) resulting in net general income of \$70,754 (L/yr \$89,225)
- The Club has an overall loss of \$38,563 (L/yr \$37,495). Without depreciation the loss is \$10,991.

Noted:

We are over 2/3rds memberships already renewed, so thanks

Raffles maintained their income

Fishing was down as we missed that comp.

Donations comes from Bounty last year, which didn't go into last year's figures.

Bar comps have been reduced this year.

Assets - the only new additions were piles \$3,043 installed for grid.

ASB bank accounts totalled \$45,826 at balance date and include the Covid

subsidy money.

Questions:

- Judy Astrop asked if wages was Kitchen and Bar - Michelle advised yes it is, so we can ask all staff to work in both areas if/when required. Also includes an honorarium for Yard Manager, and Treasurer.
- Kevin Giles Asked how much Stu gets – is \$20/week enough to sustain someone if/when Stu leaves. - Michelle mentioned we are working as a committee to potentially employ more management staff for these ongoing roles e.g. yard manager, club manager etc.

Accountant/Treasurers Report be accepted:

Moved: Stuart Hunton

Seconded: Malcolm King

All agreed

So carried

Further questions from the floor:

Question from Judy Astrop - asked 'why the legal fees were so high'

Roger advised it was due to an employment dispute issue.

Question asked by Glenda Bird 'was there a financial settlement'.

Roger advised no, no fault found and those costs were invoiced lawyers fees -

Michelle confirmed

No more questions

Financial accounts presented and copies made available.

Financial Accounts be accepted:

Moved: James Pemberton

Seconded: Kelly Haliburton

All in favour

So carried

YARD REPORT:

- Yard had a downturn due to covid. But been busy since then
- The poles replaced – thanks to Malcolm King and his boys for working on that
- We are replacing the bolts on the railings and underneath the wharf/pontoon – thanks to Mark Lyes and Malcolm.
- James expanded we've only had a couple of debts to chase this year, and thanked Stu Hunton and Graham McInnes for their work contribution.

Questions:

Mick Rumsby asked if we are enforcing insurance on boat haulouts.

James advised it is in the Agreement, but we have on our agenda to get a certificate from everyone going forward and there will be a checklist.

Riccard asked about the specifics of the insurance- James advised it will be for their own vessel, plus any public liability for damage anyone else's boat that is out as well.

James also asked that when someone gets their boat out that they work on them efficiently, as some of our members are taking too long and other members are having to go to Gulf Harbour to get their boat out.

HOUSE MANAGER REPORT:

Roger spoke on behalf of Corinne - Roger was elected by committee at the start of last season, and after stepping down Corinne took over.

- She said staff and members have been amazing. Michelle has become the link between staff and committee.
- The clubhouse looks great.
- Mike Dance has assisted a lot with legislation – licenced area has been increased to include grass area etc.
- We are on the radar as a licenced establishment, so we have to behave in line with the legislation at all times.
- The 50th Anniversary of the club is this year, so planning on a celebration for that.

Questions:

Kevin J asked when we might kick off those celebrations - Roger advised might be done in conjunction with the raft race.

Joe Bird said the lights on the wharf are shining into their house and are very bright James asked if they can please take him along the wharf after the meeting to show them. James agreed we can look at that.

Mike Dance to look into this in new season

COMMODORE'S REPORT:

- It has been an interesting this year, hitting the ground running with lots of events etc, and a long, hot dry summer.

- James thanked those on the Committee, and those who are leaving today – Karen Boyle, Mark Penniall, James Pemberton, Kelly Haliburton, Corinne Graydon, Gaynor Ruka
- Fishing and Social committees organised a lot over the season, with Corinne moving on from fishing we are looking for people to help and pick up on some of that work.
- Also thanked Gareth – for everything he does setting up, pulling things down, and helping Stu in the yard etc.
- This year we dealt with Covid-19 – we took a conservative approach and closed earlier than needed to by a couple of days. We remained closed until we felt we were able to manage the required government directions and regulation. During closure we had a big clean up, got all decorations up, cleaned out the attic etc.
- James also thanked Leonie Jack who did the rope knots, nets, and commodore board, and Angela Gray who did the flags, further thanking everyone who contributed to the garden.
- Committee has worked hard behind the scenes such as the licence area, acknowledging Mike Dance and his diligence at doing this, which allowed Pete/Corinne to have their wedding there.
- Thanked Malcolm and his boys who was responsible for the piles and pontoons etc, also Dave McDermott and Pete Rynne found the pontoons in a yard in Silverdale, and we managed to get those for free.
- James also thanked Stu for his ongoing hard work in the yard.
- This coming year, we are looking at the wharf repair, the tank in the yard – we've now been gifted that, so will go in behind the sheds/yard area to add as an increased buffer to refill the tank.
- The club has reached 50 years, identifying we have gold stickers to commemorate that.

James is moving on, and will be attending a few of the meetings to provide a handover. He thanked the general members, and committee who have supported him and the committee over the year and identified that at times you have to make decisions that may not be agreed with by everyone.

Any questions from any executive reports

- Jess Lowdon asked about staff member Nicole working in the club and her relationship to Treasurer Michelle in reference to constitution rule 16 e) – expands on 16 d). Megan asked if it should include all family as well, but the constitution says IMMEDIATE family members. James advised this rule is intended to relate to members within a family membership and if Jess wants

to make a change to the constitution she would need to notify the committee and bring it forward next year, and have that voted.

- Kevin Jalandoni asked about the outside TV, believes it will be quite expensive to bring it up to standard. Some people like to watch sport on that. Has it now been fixed? - James advised it did work, but then it appears that must have been broken again and we may need to get someone back in to look at it.

Michelle advised that with corrosion and “helpful” people, this has been damaged again, so asked that if members don’t know what they are doing, or are intoxicated, then they need to leave it alone.

- Michelle, apologies for the membership cards/stickers not going out yet, but the stickers are a bit of a hold up due to be printed in gold etc. These will come out next week or so.
- James advised had a good response to membership renewal this year.
- James elaborated that we also allow guest signing for visitors to trial the club etc, not for members who haven’t renewed and want to have a drink.
- Michelle advised when we have special events we need to apply for a different type of licence with allows for all public visitors. Quite a lot of work involved to get the special licences.

James asked for more questions

Grant Scurr suggested James should stand on the committee – James said he had thought about it but is happy to attend the meetings to help out.

Mentioned there are a couple of spaces on the board there.

ELECTION OF OFFICERS:

James asked if anyone nominated for the general committee would like to fill the open position of Secretary - Chevelle said she would be happy to, but needs a good debrief from Karen.

All accepted as a nomination for Chevelle to be Secretary

James asked for volunteers from floor to fill spaces on the committee.

No volunteers

Chevelle moved to secretary role

Committee be accepted as Nominated

Moved: James Pemberton

Seconded: Sarah Lyes

Votes – All agreed
So carried

Commodore	Mike Dance
Vice Commodore	Roger Tweddell
Secretary	Chevelle Munro
Treasurer	Michelle Charles
Committee	Malcolm King
Committee	Stuart Hunton
Committee	Gareth Duncan
Committee	Steve Sharp
Committee	Fiona Haylock
Committee	
Committee	Hilton Markwick

Officers as voted are taken

COMMODORE'S ACCEPTANCE:

Mike had a previous engagement and couldn't be here

Roger is Vice so has accepted on his behalf. He has done a lot of hard and valuable work behind the scenes.

GENERAL BUSINESS:

From Mike/Roger:

- We are at a point now that the admin is now a considerable exercise, and other boat clubs and clubs now have paid staff in the admin roles, yard staff and accounts.
- Looking to refocus the club back to boating activities. Roger & Mike would like to really focus on boating activities etc, expand on fishing comps.
- Addressed if we want to carry on as we have been, the cost of running the club is expensive, do we put up membership fees to try and keep up.
- Things we need to look at over the next few years is how we continue to fund the club, e.g. Extending the clubrooms etc. and is looking to get some feedback from the members on how we approach and fund that.
- Further acknowledged the extensions to wharf takes a considerable amount of committee member's personal time.

Questions:

Grant Scurr asked if we have a club pennant. - We do have the old one, and the navy one on the wall. Corinne is looking at producing those, so will follow up with that.

Grant suggested we email the membership to see if they want to pre-order one. Roger pointed out it's getting harder and harder in terms of costs and committee members time to manage legislation, health and safety etc and ideas around this were welcomed.

New Committee members invited up to be introduced.

AWARDS:

- Mike Kilmartin awarded to Michelle Charles for all her hard work
- Bar Comp vouchers given to committee in thanks and most put it on the bar for member's shout to use after meeting.

Meeting closed 3.25pm

Next meeting: 1 August 2021