



Stillwater Boating Club Inc

## **STILLWATER BOATING CLUB INC**

Minutes of the Annual Committee Meeting

**Held Sunday 7 August 2022**

**Meeting declared open: 2.01 pm**

### **PRESENT:**

Attendees list attached to Secretary's records.

### **APOLOGIES:**

Roger Tweddell, Michael Renner, Lisa Willis, Jason Willis, Kevin Jalandoni, Brett Anderson, Jacqui Anderson, Trevor Stone, Craig Lowdon, Gaylene Roundill, Tony Butler.

### **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: Leon Vorster

Seconded: Thomas Evans

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:**

Michelle presented the Financial Report and Accountant's Report for 2021.

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.

Accountant's report included notes below:

- 1. Trading income decreased by \$84,798 to \$148,052 (L/yr \$232,850) which consisted of bar sales \$88,539 (L/yr \$173,981), kitchen sales \$22,084 (L/yr \$31,871), cigarette & tobacco sales \$16,607 (L/yr \$26,498) and advertising income \$996 (L/yr \$500). Club trading appears to have been significantly impacted by Covid Alert Level changes and restrictions from Aug to Nov 21.*
- 2. IRD Resurgence income of \$19,826 (ex GST) has been included as Trading income as this amount was allocated by IRD to assist businesses who were financially impacted by Covid lockdowns. The funds received were for payment of general business expenses/overheads.*
- 3. General Club Revenue increased by \$6,974 to \$11 8,289 (L/yr \$111,315). This included Hardstand Income which increased by \$7,295 to \$78,644 (L/yr \$71,349), Membership and Joining fees \$31,500 (L/yr \$31,944), members function revenue \$371, merchandise income \$104 and Dinghy locker rental \$7,670. Expenses against general revenue totalled \$9,642 (L/yr \$13,564) resulting in net general income of \$108,647 (L/yr \$97,751).*
- 4. Direct costs reduced by \$4,664 to \$77,824 (L/yr \$82,488). This consisted of Bar Wages \$91,044 (L/yr \$101,441) and Yard Wages \$19,398 (L/yr \$5,393). Overall wages increased by \$3,608. The Yard Manager role became a permanent position in November 2021 with additional hours worked in this position.*
- 5. Repairs and maintenance for the Club was \$1,792 and repairs for the Yard totalled \$9,348. We understand there was a major repair to the trolley and cradle costing approximately \$6K.*



6. *Club assets totalled \$281,405 and new assets included Pontoon upgrade costs, CCTV camera equipment, scaffolding, and barge piling/casing/concreting. Depreciation of \$22,958 was calculated for the year.*
7. *The Club commenced work on the Pontoon Upgrade with a total of \$18,935 (ex GST) shown in the asset register.*
8. *Club profit decreased by \$14,958 to \$5,728 (L/yr \$20,686). **Without depreciation profit was \$28,686 for the year.***
9. *ASB bank accounts totalled \$51,151 (L/yr \$79,257) at balance date and include the surplus Covid subsidy funds which should be set aside for repayment.*

Michelle's Comments:

- Started with acknowledging the disruptive nature Covid with 34 weeks interruption to operations
- Covid wage subsidies have been received to help the club stay afloat throughout the Covid period.
- Memberships have been maintained at 374.
- Costs to the club included insurance premiums increasing, final closing costs to the jetty/pontoon and general maintenance.
- Complimentary accounts have been kept down this year.

Questions:

- Mark Lyes queried the pontoon cost, not being individualised and not being seen in the financial breakdown distributed. Michelle advised that Accountant has moved these expenses to come under club fixed assets. Commodore further advised the breakdown of the cost of the pontoon, including new casing, concrete, pontoon etc totally 30K which in 2021 was forecasted.

Accountant/Treasurers Report be accepted:

Moved: Steve Sharp  
Seconded: Malcom King  
All agreed  
So carried



### **No more questions**

Financial accounts presented and copies made available.

Financial Accounts be accepted:

Moved: Malcolm King

Seconded: Steve Sharp

All in favour

So carried

### **YARD REPORT:**

- Incident on the yard caused us to review our weight restrictions, and hall out agreements which has been amended.
- Long term stayers have been moved off the yard which is a positive.
- Ongoing repairs and maintenance to cradles and trolleys has taken place over the year.
- Graham was thanked for his ongoing support in the yard.
- A trolley and cradle has had repairs, along with running costs on the tractor which is needing upgrading in the near future.
- Again, Covid showed its challenges, however both Mike and Rodger working hard to ensure procedures were put in place to allow members to work on the year at level 3.
- Pontoon will require more money thrown into it. – While we have had some great turn outs on the Working Bee's, the final stages will require financial costs to bring it all together.
- Mike commended the community spirit that has come together to help with the pontoons and getting the point it is in.

### **Questions:**

- Rob questioned around the insurance policies now needed to haul out a boat under the new hall out agreement.

Steve: Sight insurance certificate and weight certificate (where required) sighted, additionally members that are utilising the haul out service will need to be members for a minimum of 3 months.

Mike added: Haul out of a boat was on St Patricks day, and thanked the members and community to work together to get the boat removed including rallying together to get cranes and processes. Total cost was \$16,000 which will be covered under insurance with an excess of \$1,000. Work safe was



called to complete a thorough investigation and have now closed the case and commended the Boating Club on it's response.

#### **HOUSE MANAGER REPORT:**

- Not long before lockdown Michelle was appointed to manage the day-to-day operations on behalf of the committee, when there was no manger to run the clubhouse bar and kitchen. This was to be intended to be a temporary situation and to be amended when costs / and options were investigated. Covid then hit, which meant Michelle was sitting in the role longer than intended due to the climate. Michelle further highlighted working under covid level restrictions as challenging, and now we are on the other side of Covid, the committee is now in a better position to look for a long-term solution.
- Michelle has advised, that in addition to her Paul has also passed his Duty Manager course.
- Acknowledged events have been down this year due to Covid restrictions.
- Mike highlighted again the impact Covid has had on operation hours, the unsettled nature and the impact this has had on revenue and the postponement of events for our members.
- Mike has further identified we are starting to see members utilising the club more as we get comfortable with the new climate.
- Enquiry around tobacco costs and sales and the high cost numbers against sales. Michelle advised this is due to the purchase of stock and will reflect current stock on hand.
- Arlis has enquired around Maggie being on leave, and if she has said she wants to come back or not – last communications with Maggie had indicated she would be a casual option if we required.
- Enquiry around the club not offering takeaways to the community at this time. Michelle advised this had been noted in minutes of last year's AGM, and situation was ongoing. As a Club Licence requirement we need to record every person who comes into the club house that is not/or a guest of, a member. The increased orders coming through for takeaways had been impacting on the ability to service the members, especially on club nights, causing increase wait times, and until we had addressed the kitchen e.g. employ a contractor and/or find staff to cook we had to minimize the kitchen to maintain service for bar support and members. Michelle further extended



ideas such as food trucks and putting in a separate window from the kitchen so customers who are not members do not need to sign in every time etc were ideas the committee were looking at. We look forward to being able to accommodate better solutions for food service for all in Stillwater in the future.

- Mike asked the members what their thoughts were. Janine highlighted the food trucks being used in the past and bringing the food back in house to keep costs central.
- Rob has suggested doing a tiered pricing for members and non-members.
- Mike responded that it has been looked into and it is an opportunity that we can look in with the POS system coming up for renewal. When looked at in the past it involved breaking our current contract with a high fee but was excited to see what the next committee will do.
- Andrew further highlighted that by not extending out to the wider community we look as though we have a 10ft brick wall out front and is not inviting to potential new committee members.
- Angela highlighted that the new committee should look at bringing in a wider range of food options and more variety.
- Michelle extended this has been problematic with the current climate with food wastage every time we were moved into an alert level change, additionally some bar staff are unable to cook a wide range of food currently.
- Janene questioned previous discussions across other committees around extending the kitchen and renovating the clubs. Mike responded that it is always something every committee wants to work towards, however that would involve a building committee to facilitate.

#### **COMMODORE'S REPORT:**

Mike began by acknowledging the full-on year it has been working around Covid restrictions, starting the season with a quick move to level 3. He thanked everyone for their support throughout the season and highlighted successes.

- Fireworks were a hit once again, and with the hard work from of Darik and Andy once again.



- We then had our first fishing competition for the season, which was a great success followed by the Kids Christmas party, the adults Christmas Party and New Year's Eve.
- Kids fishing competition was successful with the extension of the wharf underway he is hoping to be able to get more kids involved with the additional space.
- The Ladies fishing competition that was a tremendous success with it all going ahead under level 2 restrictions which allowed only 100 people to participate and acknowledged the hard work from everyone who made that happen.
- The Open Comp was in April, went well, slow uptake but despite the bad weather it was a great success with new sponsors and participation.
- 50<sup>th</sup> Jubilee was a huge success and a privilege to see everyone come together to celebrate the anniversary and being able to get the flag pole up to commemorate this. Further thanking everyone who made that possible, Bones, Jason, Stu and Leonie her creative touch with the garden.
- Waterwise carried on with a lot of help from Riccard and Jane, and this is something that we look forward to continuing in the new season.
- New assets, from the new tank in the yard for washing boats, new picnic tables along with suppliers Coca Cola and Asahi donating more umbrellas.
- The wharf has had a lot of work on it throughout the year alongside the work on the wharf.
- Mike re-addressed the purpose of the club as a water activities club, and that is our key focus for the upcoming season.
- The council has been supportive and has donated the tank for the community.
- NZTA have identified the club as an effected party with the addition of the upcoming Penlink, which has allowed conversations on how this will affect the club and future support needed to support the rippling effects of the Penlink being put in.
- Parking has been an issue and Mike encourages members to use the parking stickers on the cars.
- Memberships grew 375 members, with approx.50% not living in Stillwater.
- Thanked the Staff for their hard work.



Stillwater Boating Club Inc

**MATTERS ARISING FROM THE EXECUTIVE REPORT:**

NIL

**GENERAL BUSINESS:**

- Club NZ

Proposed changes to be accepted:

Moved: Mike Dance  
Seconded: Chevelle Munro  
All in favour  
So carried

**Questions:**

- Jason – Staff Wages

**ELECTION OF OFFICERS:**

We had a full board for nominations, including two for the position for Treasurer. The elected committee as below is:

Commodore	Steve Sharp
Vice Commodore	Thomas Evans
Secretary	Izelle Toerien
Treasurer	Michelle Charles
Committee	Mike Dance
Committee	Stephanie Clayden
Committee	Warren Hedley
Committee	Lee Aylott
Committee	Arlis Borcklemans
Committee	Keith Maslen
Committee	Adam Fielding
Committee	Brendon Johnson

Committee be accepted as Nominated

Moved: Chevelle Munro  
Seconded: Fiona Haylock  
Votes – All agreed  
So carried





Stillwater Boating Club Inc

Officers as voted are taken

New Committee members invited up to be introduced.

**Questions:**

No Questions

**AWARDS:**

- Mike Kilmartin awarded to Mike Dance for all his hard work
- \$40.00 vouchers were handed to all committee members as a thank you for their hard work.

**Meeting closed 3.43pm**

**Next meeting: 6 August 2023**