

**STILLWATER BOATING CLUB INC**  
**Minutes of the Committee Meeting**

**Held Tuesday 19 November 2019**

Meeting declared open: 7.18pm

**PRESENT:**

Kelly Haliburton, Michelle Charles, James Pemberton, Gareth Duncan, Corinne Graydon, Stuart Hunton, Mike Dance, Karen Boyle, Mark Penniall, Malcolm King

**APOLOGIES:**

Roger Tweddell, Gaynor Ruka

**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: Corinne

Seconded: Stu

Carried

**MATTERS ARISING FROM PREVIOUS MINUTES:**

- \* Kelly has had a look for the speakers, but thinks they may only be about half the size. Should still be OK so Kelly will have another look.

**INWARDS CORRESPONDENCE:**

- \* Comms from Council regarding a complaint about the lighting. Need to adjust the angle of the light previously adjusted by Kelly.
- \* Fencing/lines leading to wharf area were questioned – will remain as they are.
- \* Issue raised re the safety of a wooden trestle in the yard. Mark has checked this and has deemed safe.
- \* Council received a complaint that we are operating without a duty manager. James has responded to advise we are fully compliant, and are also recruiting more staff. Sent copies of relevant paperwork ....they replied and thanked us.
- \* Last Wednesday email received regarding music/band noise - please be turned off by 10pm. Will assess and work out how to turn that zone off to isolate the outside.
- \* Website enquiry regarding advertising their business here. Sign dimensions to be 800mmx800mm. Cost of \$10 + GST/week – billed to 30<sup>th</sup> June. Payable annually in advance. Karen to contact and advise.
- \* Received letter relating to a Disciplinary Committee meeting – letter read out and discussed.

### **Suggestion Box:**

Leonie, Gaynor, Dave and Co – garden is just stunning – done an amazing job.

### **OUTWARDS CORRESPONDENCE:**

- \* Legal costs now completed.

### **TREASURER'S REPORT:**

Cheque account	\$8,164.95	
Accelerator account	\$1,040.00	
Profit and Loss:	Total trading income	\$32,956.92
	Cost of Sales	\$24,391.31
	Profit – gross	\$8,565.61
	Profit – net (loss)	\$(5,209.57)

- Kitchen sales are starting to go up
- New memberships are steadily coming in

### **CLUB CAPTAIN'S REPORT:**

- \* All the girls are doing extra work for us etc, quite stressful for them at the moment.
- \* New employee starting in 2 weeks. Another 4 people that are interested in some casual shifts etc.
- \* Maggie's Duty Manager Certificate has come through.
- \* Discussed opening a bit earlier re Waterwise etc, but only a couple more of these to go.
- \* Need to change the camera views around a bit. James is going to look into that.

### **FISHING REPORT:**

- \* Kawau competition went really well. Stayed within budget. BBQ held in Mansion House grounds, which everyone enjoyed.
- \* No more before fishing events until after Christmas

### **EVENTS COMMITTEE:**

- \* Sunday sounds all booked and special licences applied for.
- \* Members Christmas Party 14<sup>th</sup> December with a band starting 8pm until midnight. Event will be for members only however if a member wishes to bring a visitor they can be signed in by that member.
- \* NYE licence to 1pm only, shutters down and some clean up time.
- \* Kids Christmas Party on 1 December, and last waterwise day same day. Will need helpers for that day.
- \* Final meeting to be held on Monday 16<sup>th</sup> December at 6.30.
- \* Committee to have a Christmas BBQ after the meeting on 16<sup>th</sup> December. Bring a plate.

### **YARD REPORT:**

- \* Ramp needs to be cleaned. Mike to follow up to see what the situation is regarding Council maintaining this. Mark can write to them from an H&S perspective – Stu to send Mark some photos of ramp showing concrete breaking away already, and the fact it needs a clean.
- \* Still having ongoing problems with the bore - water tank, running out of water. Stu to copy James on future communication with Council regarding this.
- \* The drains are all working fine now – cleaned out and flowing better than ever.

### **HEALTH AND SAFETY:**

- \* Doing regular maintenance through the yard.
- \* Will need to induct new staff. Mark would like to attend one of the staff meetings.
- \* Mark advised Cliff Oxford should go through an induction as well.

### **BUILDINGS & INFRASTRUCTURE:**

- \* Met with Independent Breweries Rep who advised all Buck is only going to be available in the 50 ltr kegs for summer. Alterations to be made near bar to accommodate this. James/Mark to arrange. May then add another tap with a different beer, or cider etc.

### **GENERAL BUSINESS:**

- \* Independent will re-brand the Buck for us - Stillwater Lager, Stillwater Ale.

Moved to re-label for us.

Moved: James

Seconded: Gareth

Carried

- \* Mark has made adjustments for waterwise boats, and there's been some good turnouts.
- \* No parking "NP" spaces as recently painted – these identify the licence area. The spaces are to be kept as a loading zone....for bands, club, boats etc. See how it goes.
- \* Need to keep reminding members that parking along the fence line is not OK.
- \* Stu has sent trophies off to be engraved, as well as Commodores Board.
- \* Malcolm explained the barge on the pontoon has been approved to stay while they do some work on it. They will then work with us on a contra to fix the grid. The club MAY have to pay for the poles only. Likely to be there for about 3 weeks. Malcolm to arrange for that agreement to be in writing.
- \* Discussed and all agreed to invite staff to the Committee Christmas party, and some of the regular volunteers.
- \* Insurance claim to be addressed re the legal costs.
- \* Committee meetings now on a Monday at 6.30 unless public holiday – then will be Tuesday.
- \* Discussions around approaching Visitors in a friendly manner when asking them to sign in. Also discussed reminding the member that signs in a visitor, they are responsible for that visitor and must remain on the premises while the visitor is there.
- \* Further discussions regarding the amendment to the Jan Minutes. Agreed the amendment made sense. Further advice to be sought.
- \* Discussed updated process regarding the issuing of Trespass Notices.
- \* Drinking in the yard discussed again. Agreed all need to continue to monitor this.

**Next meeting: Monday 16<sup>th</sup> December 2019 @ 6.30pm**  
**Meeting closed: 9.40 pm**