

MEETING MINUTES

STILLWATER BOATING CLUB COMMITTEE

Date:	21 st July 2025
Time:	18:33 pm
Location	Stillwater Boat Club

IN ATTENDANCE:

Thomas Evans (TE), Steve Sharp (SS) Fiona Haylock (FH), Gordon Welch (GW), Stephanie Clayden (SC), Simon Llewellyn (SL), Ryan Barnett (RB), Malcolm King (MK), Arlis Borckelmans (AB), Kevin Rochefort-Rennie (KR)

APOLOGIES:

Warren Hedley (WH)

MEMBERS & VISITORS:

Aaron Fitness (AF), Denise Davies (DD), Ian Dorward

APPROVAL OF MINUTES:

The minutes were read from the March meeting and approved.
Moved: SS Seconded: KR Carried.

MATTERS ARISING FROM PREVIOUS MINUTES:

- Nil

INWARDS/OUTWARDS CORRESPONDENCE:

- Email from Dairy flat PTA asking for sponsorship in some form – Offer of family membership.
- Email from Kim Bridle regarding security – sound more historical than current. AF is looking into security cameras.

SUB COMMITTEE REPORTS:

Financial Sub-Committee Report

Financially June was a better-than-expected month with a better than break even position driven by a reduction in costs and improved cash flow in the Clubhouse. June was a busy month in the yard with a number of long-term boats being re-launched and fees paid. It is notable that Aaron and Tonis strict rule of payment before launch has resulted in no bad debts from the yard for the full year – well done! With the yard cleared overdue maintenance will be done with an expected uplift in costs during July.

The clubhouse is now managing the bar and kitchen and is taking a close look at menu costs as we work towards a new season.

Vote on expenses of Tractor and Club house renovations within budget and carry out capital expenditure provided within the budget provided income is met.

Moved: FH

Seconded: SS

All in favour & carried

Net Profit (Loss) Club House	\$ (2399.00)
Net Profit (Loss) H/Stand & Yard	\$ 5047.00
Memberships	\$ 7976.00
Net Profit (Loss) Summary	\$ 296.00

Bank Accounts as of 30th June 2025

Society Cash	\$ 32004.77
Accelerator Savings	\$ 47346.28
Total Reserves	\$ 79351.05

Moved SL, seconded AB, Carried

Building & Facilities Sub-Committee Report

Yard Manager Report:

- Long term boat returned to water, on the jetty – deal made for 4 weeks with prices sorted. Boat may take longer to get fully up and running. Is paid up to date.
- Sump was clear from one end, then went in and cleaned which made no difference, last week they've cleaned the whole lot out.
- Shores have tested rope which has failed, and we have no certification for that rope. Parts have arrived to fix this, AF to sort this.
- Extra dinghy on jetty & have agreement for payment.
- Looking at marketing for getting more business in yard
- Jetty gangway pricing for new gangway obtained, it will not be replaced as too expensive. The gangway needs to be lifted back out and need to be repaired again. Alternative search for second hand one.
- Water down to the jetty has been priced up for a Tallykey – which will supply power and water to the jetty. Maybe look at a staged approach to get water down there first.
- Discussion of prices when boats are coming in and out. On top you're paying for the day that you are being hauled out/put back in as well as the haul out fee.

Work In Progress:

- Installing of gate on Jetty is being investigated for security and trespass concerns from members. – on hold for now.
- Replacement of the boards on the gangway with checkerboard plate as the current solution is not fit for purpose. To follow up with KR (AF to follow up with him). Check pricing on Aluminium replacement for cost comparison.
- Update pricing on Ramp Notice board – prices to be changed.
- Look into getting a new tractor/telehandler. Can look at pricing. Budget given to look around for a new one. Research is underway, Looking at a slightly better option to provide the club with a more suitable, longer-term solution for the yard. GW to look at numbers for viability and liaise with AF.

Club House report:

- Human resource and staffing, managing extended sick leave and resignation.
- Recruitment – Jacob (bar & kitchen) and x2 casual contracts, Maggie keen on picking up casual shifts. Jacob to be offered a seasonal permanent part time contract pending continued performance over the next 1-2 months.
- Comprehensive employee pack set up for new employees.
- Proposal that the club engage Peninsula Consulting at a cost \$6500 pa. This would cover HR management for contracts, legal advisory services, disciplinary & performance correspondence & H&S compliance guidance.
- Request for a printer for club house
- Stair safety solution – water blasted and no further slips but long-term solution required, quote for 1200mm strip down the middle & down the sides by hand rails. Committee agreed to get priced up for whole stairs.
- Quote obtained for bar renovation – will enable us to have larger groups/events to assist increase in revenue
- Kitchen extractor fan has been cleaned
- Fire extinguisher has been replaced
- Replacement signs for outside once stained
- Roof has been repaired
- Quiz night this weekend asks for any assistance from committee if they see anything that needs doing.
- SL has stepped down from events and quiz will go ahead with alternative.
- Karaoke night coming up – looking at options.
- Focusing on menu develop, training and supplier negotiations.

Work In Progress:

- RB & KR to investigate alternative for HR Consultants.
- Overall plan for the maintenance and upgrades to all club facilities, including:
 - Working bees
 - Painting the clubhouse
 - Deck Quote
 - Upgrades to the inside
- Removing of excess freezers
- Looking into option to advertise club activities on the TV screens

Health & Safety:

Work In Progress:

- Looking into the pricing for a new Defib, also looking at moving the location for easier access. GW to look at grant for replacement cost.

Fishing Sub-Committee Report:

- No more events this season but have met and put together tentative dates for next seasons comps. Next comp will be October measure up.

Event Sub-Committee Report:

- Good advertising with rugby & league
- Meeting next week of sub committee

Club Captain:

- Asked about Fish & Chips on the menu – to be fed back to DD
- Cigarettes have been asked about if we still stock them – we are keeping minimum stock.

GENERAL BUSINESS:

Constitution Working Group:

SGM held and working through final documents to be submitted.

Website: The development of the new website continues. Information architecture has been defined, and we're working on the current build and the first concepts. We're also working on content loading and imagery.

IT: Review of the IT infrastructure at the club and the associated costs is ongoing. Look to make these meeting online if possible. Continuing improvements. Further movement is happening to have this in the hands of the club not staff and ensuring all costs are appropriate.

Council: Nothing new at present.

Recruitment: New staff in Kitchen – Jacob and x2 casual staff hired. One resignation a week ago.

Marina Development: Received an update from Marina developments. They are currently in discussion with Local Iwi. Looking at any concerns they have.

Hibiscus & Bays Facilities Grant Round now closed. We have applied for \$15,300 for painting of the clubhouse and decision was be made by 25th May 2025. \$5000 received for painting the club house – this must be completed by October and is specifically for painting.

Kitchen: New staff have been hired as per previous minutes.

Mike Kilmartin Trophy has been taken back by original owner. To find a replacement and this year to forgo this award.

Life memberships nomination to be taken to AGM and agreed that Michelle Charles to be taken to AGM.

Discussion around upcoming disciplinary. Disciplinary meeting to be moved to next Wednesday 30th July. SS to organise.

SS showed some next stage plans Prices given at full retail for approval by committee to go and purchase.

Nominations taken for the AGM.

NEXT MEETING:

Next meeting will be held on the 18th of August 2025

Motion to adjourn was made at 2101p.m. and was passed unanimously.