

MEETING MINUTES

STILLWATER BOATING CLUB COMMITTEE

Date:	18 th August 2025
Time:	18:33 pm
Location	Stillwater Boat Club

IN ATTENDANCE:

Thomas Evans (TE), Stephanie Clayden (SC), Fiona Haylock (FH), Gordon Welch (GW), Steve Sharp (SS), Ryan Barnett (RB), Arlis Borckelmans (AB), Kevin Rochefort-Rennie (KR), Jake Wilkinson (JW), Daniel Upperton (DU), Ian Dorward (ID)

APOLOGIES:

Warren Hedley (WH)

MEMBERS & VISITORS:

Aaron Fitness (AF), Denise Davies (DD)

APPROVAL OF MINUTES:

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

MATTERS ARISING FROM PREVIOUS MINUTES:

- Nil

INWARDS/OUTWARDS CORRESPONDENCE:

Email received from Izelle regarding bringing students up for Waterwise next term. Agreed waterwise needs to run for the club as well – FH to go back to her to ask what this summers plan is for boat club members waterwise and ask what help etc will be required

SUB COMMITTEE REPORTS:

Financial Sub-Committee Report

As expected, the winter months have meant lower sales at the clubhouse, and this has been further compounded by limited activity in the Yard. Yard bookings are strong for the next month, and we expect to see it filling up by the end of the month resulting in a sharp turn - around in revenues. In July we completed some long overdue maintenance on the drainage and filtering system under the yard resulting in a blow out of maintenance costs. We expect club financial reserves to dip further during August followed by a significant upturn as Spring events are run and boat maintenance takes off again.

Net Profit (Loss) Club House	\$ (4681.00)
Net Profit (Loss) H/Stand &Yard	\$ 2671.00
Memberships	\$ 43662.00
Net Profit (Loss) Summary	\$ 38881.00

Bank Accounts as of 31st July 2025

Society Cash	\$ 34449.68
Accelerator Savings	\$ 47346.28
Total Reserves	\$ 81795.96

Moved SS, seconded KR, Carried

Proposal to make yard fees exclusive of GST one month from the day it goes on the website

Moved: JW

Seconded: TE

All in favour - Carried

Building & Facilities Sub-Committee Report

Yard Manager Report:

- Boat is still on the jetty – discussion had Thursday & another 3 weeks given at the going rate as of last week then after that will need to get off the wharf. Has been doing sea trials
- Drains have been good with nil issues since being cleared.
- Tractor expenditure and query whether we can look at the telehandler instead as more uses. To really look at right piece of equipment for the job.
- Few boats booked to come out, a few catamarans and should start filling up again.
- Gangway looking to put rubber matting over what's there and spot touch up on the rust that is there, need to source mats.

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.

Club House report:

- Awaiting consultants contacts regarding review of Employment packs.
- Tyla now has regular shifts on a Friday and will begin cooking duties soon. Once she turns 18 next month, training on the bar to commence with aim of retaining her over the summer.
- Menu in process of being finalised with costs etc, Food Safety Plan to be developed and submitted & once all this is complete prepare for takeaways and Sunday breakfasts for summer.
- Quiz night a big success
- Karaoke night being planned for 29/8
- Stocktake sale to coincide with Karaoke to reduce beer lines from 26 to 14, have offer of 4 beers for \$20
- Motorhome Association RV Group have asked for use of carpark on the night of 30/8, approx. 20 RV's using 10-11 trailer parks for the night, charge \$10 per RV and incorporate stocktake sale as around 25 guests for dinner & drinks on the Saturday.
- Fishing calendar confirmed for this season and where possible try incorporate live music with prizegiving.
- Events calendar in development with Karaoke (29/8), Guy Fawkes (8/11) & Christmas celebration Sunday 7/12.
- Recent sickness has highlighted need for backup in manager/bar role
- Stair safety capping still awaiting costs but no further slips/incidents since being cleaned.
- Obtaining free printer for clubhouse
- Keg line issues with possible leak in line, this will be investigated further and may require special call out Thursday at a cost of \$175 +GST
- Meetings held with Asahi & Good Brothers Brewery – decision made to stay with Asahi for now, when bar renovations go ahead to look at owning own taps and fridge to give club more control over stock selection & price competitiveness.
- Stock line reduction should eliminate need for ongoing chiller hire, when bar gets renovated recommending a custom built chiller on a double sided fridge.
- Coca Cola coming Thursday to review relocation of mixer beneath clubhouse floor to improve space and efficiency & to assess potential drop in mixer solutions.
- Penlink staff training booking confirmed for Monday 15/9

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. FH to email through Defibs for consideration to GW

Fishing Sub-Committee Report:

- 1st comp of season Octoberfest – measure up comp 3rd October to the end of the month, a magic round at Labour weekend and briefing 2nd October
- Poster done with dates locked in for this seasons comps

Event Sub-Committee Report:

- n/a

Club Captain:

- n/a

GENERAL BUSINESS:

Election of Officers:

Club Captain – Steve Sharp

H&S Officer – Warren Hedley

Financial Sub Committee – as per constitution

Building & Facilities Sub Committee – as per constitution

Fishing Sub Committee – Stephanie Clayden

Boating Sub Committee – Daniel Upperton & Jake Wilkinson. The new committee to discuss and feedback to committee what this will look like.

Fundraising and Sponsorship Sub Committee – Ian Dorward & Ryan Barnett

Club Events & Activities Sub Committee – Kevin Rochefort-Rennie & Arlis Borckelmans

Disciplinary Committee – as per constitution + Jody Renall & Dave Wilkins

Development of new Playbook in process of what everything looks like and how the committee works and runs and can be in future passed over to future committee's.

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.

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.

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

Raft Race – ex committee have approached asking for club to run with assistance in first season with handover from them. Will come under events to drive it and get it up and running. Whole committee to assist.

Discussion around deck and smoking area – TE to discuss with DD and follow up and find a solution.

NEXT MEETING:

Next meeting will be held on the 15th of September 2025

Motion to adjourn was made at 2056 p.m. and was passed unanimously.