Minutes of the Committee Meeting

11th January 16 / 7pm
Gunners Bar

Committee Present: Names and positions
Elisabetta Loi [EL] (Treasurer), Fiona Findlay [FF] (General Member), Kerstin Jorna [KJ] (General Member), Duncan Heather [DH] (Commodore), Michael Cain [MC] (Secretary), Leandro Tramma [LT] (General Member), Bill Clark [BC] (Vice Commodore) **ACTION**

1. Apologies

Apologies were received from Danny McCabe (DMcC)

2. Minutes of the Previous Meeting

The minutes of the meeting held 7th December 2015 were accepted as a true record.

3. Matters Arising / Actions Not on Agenda

The Committee group e-mail is working and enables anyone to e-mail the whole committee.

The mulled wine event in December went well, thanks to all who were involved in running it.

4. Communication

a. Website

We need a DSC "Social Group" mailing list for non-members, voucher purchasers etc. **LT**

A racing results section will be added to the website, the RYA have a program (SailWay) which calculates racing results, MC / LT to discuss the best way of implementing this. **MC / LT**

Committee minutes will be sent to LT after approval for publishing on the website. **MC**

The addition of video and other links to training material has been started.

5. Sub-Committees

a. Programme

The draft sailing programme has been prepared, and structured around longer trips and involvement in nearby clubs' events and providing opportunities for them to be involved in ours. DH has contacted other clubs with the following potential dates:

Newburgh: Sat 4th Jun, Regatta, 20th – 21st August camping weekend.

St Andrews: We will tell them when we plan to be there, and see what they may be doing that day.

RTYC: We will be involved in the Tay Weekend 18th – 19th June and the East Coast Regatta 3rd July.

East Haven barbeque with Carnoustie.

Push The Boat Out 15th May, MC to be contact for RYA. **MC**

Waterfest: date and times still to be confirmed with Derek Napier of Ancrum.

Three Saturdays will be identified as being events specifically for children, possible organisers for these were identified as Adrian Young, Randall and Ron Melville.

The possibility of a Summer children's holiday course is being investigated, AY has had contact with a qualified trainer about this.

The evening training sessions will be included in the "Duty Man" ("Duty Person?") rota. **DH**

The RYA request participation data from clubs every month. This is not necessarily useful from our point of view as a non-racing club. At the NESS workshop on Saturday or a subsequent meeting with Robin Paris we will raise the question of what these data are used for and if it is worth adding their collection to the Officer of the Day role.

b. Marketing

Vouchers sold over the Christmas / New Year period totalled £1200 of which £950 is profit.

It is proposed to advertise and put some copy in the Broughty Ferry Spotlight and City Life free publicity magazines.

A flag is to be purchased to fly over the clubhouse during sailing sessions. Dimensions 6' x 4' cost £45 with the club burgee logo. DH is talking with Jos Hall about turning one of the old wooden masts in the boatshed into a flagpole. **DH / JH**

Quotes have been obtained for "feather flags" for publicity at Open Days, Waterfest etc. £100 for a 3 metre one.

There will be a "harder" policy of selling memberships at Open Days and external events, with direct debit instructions prepared in advance. There is no plan to get a mobile card reader terminal.

A fresh look will be had at a new member pack, with a membership card, printed programme and guidance on skills which are needed to sail successfully. This is for all members initially, but aimed at welcoming and familiarising new members as they join. **DH / KJ**

c. Operational Procedures

A number of draft procedures have been written over the last year, these now need to be consolidated and revised to a final form.

MC to circulate the initial list of procedures needed, draft sailing and safety boat. Will ask for help from DH. **MC**

Quad bike procedure to be written by BC / DH. **BC / DH**

KJ has a draft policy for Safeguarding Children and Vulnerable Adults, will circulate for feedback. **KJ**

DMcC to draft a safety boat user guide **DMcC**

d. Social Events

The next event will be the "Hint o' Burns" 5th February 2016. This will be a Ceilidh with the "Itchy Feet" band accompanied by other musicians.

Adrian Young (AY) will e-mail LT with a list of his e-mail contacts for a publicity e-mail. **AY / LT**

The Social Events sub-committee is: Euan Denman, KJ, BC, AY, EL

Social events will be added to the sailing calendar, FF to send the draft programme to the committee e-mail group. **FF**

6. Maintenance Boats

a. Club Dinghies

MC to ask John McIntosh, DMcC, Jim Green, John Stanners if they would be willing to lead a team (chosen by them) to look after two club dinghies. Alistair Waterston is willing to maintain the Kestrel and will be asked to take on the Enterprise also. **MC**

The workshop tools need to be renewed, a list will be requested from Tam and Jos. **MC**

b. Safety Boat

MC

There is a RYA prize draw to win a small Yamaha safety boat. Members will asked to enter this, MC to put a link in the next club bulletin.

DH / KJ to put in an "Awards for All" grant application for a new safety boat engine next year, concentrating on its reliability being needed if we do specific children's activities. **DH / KJ**

c. Maintenance Building

Tam is painting the stairwell this week, **MC**

Fence to railway. Damage to the fence behind the clubhouse could be old age, or the weight of trailers leaning against it. We have had contact with the railway about responsibility for repairs, BC is keen to meet with Network Rail to get fence replace by them. We will remove the angled portion at the top of the posts which are most corroded as the current solution. DH to follow up existing contacts with Network Rail. **DH**

Window replacement on the West side of the clubhouse. BC to obtain quotations for this. **BC**

7. Finance

Handover of accounts. We are nearly ready to hand over the accounts from DH to EL. Charlie Bruce the auditor still has them, he has been asked to hand them back. EL has the signatory change form.

8. Training

RYC are willing to put on a "Start Racing" course, as they did a few years ago, to help encourage our members to be confident in joining in other clubs' activities when we visit, and in the Tay Weekend. Training events will also be part of the programme, see item 5 above.

9. Partners

MC has the dates which the RYA Development Officer, Robin Paris has free for our next meeting. This will be circulated to the committee and other members who have taken part in development group events with a request for dates that suit us best before organising a meeting. **MC**

10. AOCB

There was no other business.

11. Date of Next Meeting

The next meeting is scheduled for 8th February 2016.