Minutes of the Committee Meeting

11th April 2016 / 7pm
Clubhouse

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

ACTION

1. Apologies:

There were no apologies because all the members of the committee were present.

2. Welcome and Introduction

3. Minutes of the Previous Meeting

Minutes of the Committee meeting 07Mar16 were accepted and will be published on the Club website. **LT**

Minutes of the Pre-Season meeting 20Mar16 : comments to MC were invited, by 15Apr16 and amended minutes will be published on the Club website. **MC/LT**

AGM minutes, these have still not been produced by Adrian Young, DH to chase and also ask Michael Kidd if he made any notes of the meeting. **DH**

4. Matters Arising / Actions Not on Agenda

There were no matters arising which were not covered on the Agenda.

5. Communication

Add maintenance team leads to website. **MC/LT**

Send any photographs to LT for upload to the website. **All**

DMcC to provide LT with details of the Facebook page access. **DMcC/LT**

6. Sub-Committees

a. Programme

Some adjustments have been made to the programme:

Saturday 21st May Youth RYA Training event replacing our own in-house one.

Sunday 21st August Tay Road Bridge 50th Anniversary celebration, this coincides with the Newburgh camping weekend. Details still to be finalised but the organisers want to have lots of boats on the river.

Waterfest to be extended to 2 days 2nd and 3rd July to catch all the public attending gala Sunday for start of Broughty Gala week. We will need a lot of support from members to cope with that.

b. Marketing

The advertisement in City Life looks good, and we have already had some enquiries from the Broughty Spotlight article.

We have a voucher sale procedure, and 50 more vouchers have been printed.

We will produce a welcome letter, but not a printed welcome pack folder and membership card **DH**

because of the expense. This pack can be sent out with an invoice after taster sails or Open Day events. The contents of the letter will also be sent to Members because it includes information useful to all.

MC

. Briefing notes for helms and Front of House, other paperwork will be prepared. Volunteers will be requested.

Waterfest on 2nd-3rd July: we will produce small flyers and cards. DMcC will design the flyer. **DMcC**

c. Operational Procedures

Safety boat: the procedure needs to be amended to include radio use and to test the kill cord before each sail. **DMcC**

A group will be set up in Google for safety helms and Officers of the Day. **DH**

A list of safety helms and quad bike operators will be put on the website, safety helms by DH and quad bike operators by BC. **DH/BC**

d. Social Events

KJ is organising the German Night 23rd April, Germanic food, quiz. Discussion on pricing – this will be decided after pricing of food. Kerstin will need help from the Social Committee, Euan Denman will also be asked to help. **KJ**

7. Maintenance Boats

a. Club Dinghies

Wayfarers 1 and 7 were damaged on Sunday by colliding with each other. They will be repaired but the damage would not be serious enough to have claimed on the insurance for these (though they are insured for liability only currently) and may have missed the time limit for the safety boat and ISO.

b. Safety Boat

The checklist is displayed in the boat shed, spare warm clothes in a drybag are still needed as equipment.

c. Workshop tools; some new Club tools are needed to be made available for maintenance teams. **MC/DH**

8. Maintenance Building

The lounge window replacement is dragging on a bit, there is a technical discussion happening about condensation / heating / single glazing / toughened glass or plastic.

The superficial cracks in the brickwork covering the steel pillars may need to be notified to the insurers. A Council surveyor advice may be available, DH to ask Ancrum if this is possible. **DH**

Flagpole for the Clubhouse was discussed, a short one attached to the top of the building will be bought and fitted.

9. Finance

Monthly report.

The monthly position, with a running total against the budget, was presented by EL.

We have 23 Members who have paid so far this year, about 6 have left for reasons such as returning to their home countries. **EL/DMcC**

The main expenditure so far has been on waterproof trousers and building maintenance.

Income: there has been some problem transferring money from the PayPal account, the transactions

have not gone through. DMcC to pass on the access details to EL.

Jim Green will be the new “auditor.” EL will check with him that the accounts are being presented in a way he finds acceptable. **EL**

10. Training

DH has set up an internal Google groups for information about the internal training sessions.

A VHF radio course has been offered by someone from Anstruther. MC to ask for numbers in bulletin to Members **MC**

Courses in conjunction with Ancrum. We have nearly filled the Power Boat and Adult sailing level 1 / 2 courses.

As part of the marketing effort DH will draft a press release about this partnership. **DH**

11. Partners

RYA: meeting with Robin Paris planned for 20Apr16, we want to concentrate on Marketing strategy.

Ancrum have sent out a contact form for registering with their new Outdoor Learning webpage, MC to complete and return this. **MC**

12. AOCB

There was discussion about the meaning of a “Family” membership. This is two adults and their dependent children, adult siblings must join as individuals.

Some course attendees are still awaiting their certificates from Ancrum. DH to chase Derek Napier (Ancrum) and Adrian Young. **DH**

13. Date of Next Meeting

9th May 2015