Committee Meeting Minutes

7.30pm 3rd December 2018 / Gunners

Present: Kerstin Jorna, Elisabetta Loi, Jim Green, Yolanda Archibald, John Stanners
Apologies: Bill Clarke, Leandro Tramma, Adele Mcconnachie
In attendance: Alistair Waterston, Jacquie McBeth

1. **Minutes of the Previous Meeting –** Kerstin brought minutes of the past two meetings (8th October and 3rd September) but was the only person present at both – agreed as draft

2. **Matters Arising/Items not on the Agenda – actions completed (AGM, survey, old boat to school),** except for cameras (Leandro, Duncan and Kerstin to take forward)

3. **Lead roles and brief updates/discussions**

   Besides four core functions (commodore, vice commodore, secretary and treasurer) the following were agreed as focus areas:
   - ***Jim: Boat maintenance*** – this is a major task where the wider membership has to become more involved; **ACTION: Jim** to organise regular boat maintenance sessions on Saturdays with aim to have boats ready for start of the season
   - ***John: training*** – brief update from Kerstin about meeting she had had with Leandro, Jack (RYA) and Andrew (Ancrum), who offered more informal support at £15 per hour in addition to RYA certified courses. Andrew has already sent on Ancrum launching procedure. Jim shared his Forfar log book and all agreed it would be nice to have something similar for new members so they can tick off core skills and also to support Tuesday training. **ACTION: Kerstin** to email Andrew the training requirements as identified through the members survey and to keep John involved in future communications and meetings to firm up details
   - ***Yolanda: rowing*** – discussed option of buying a second-hand St Ayles skiff, which is a rare opportunity; however, the club needs to invest in sailing boats and building first and it was agreed to have a small working group to look at funding and practicalities – **ACTION: Yolanda** to organise first meeting

4. **Finance –** Elisabetta gave detailed report; signatories were agreed to be Elisabetta, Bill and Kerstin; online banking has been set up, need to test before season start; Elisabetta reminded everyone that the insurance payment (delayed through their fault) is still to come out of this year's funds; she also asked everyone to give her a clear statement of NAME, DATE, PURPOSE AND AMOUNT of any money passed on to her (e.g. voucher sailors paying in cash); **ACTION (person tbc next time):** have envelopes and receipt slips in the club; create a mailbox for members to post payments; ideally into "office"

5. **Other actions before start of season**
   a. **Procedures –** launching was delayed as major issue in the survey, plan improved procedure, model this as a committee, invest in an outdoor clock and other ideas – February or March meeting
   b. **Programme –** Kerstin and Leandro attended Tay Yacht Clubs Association so have major dates of neighbouring clubs; also want to include Ancrum training and social events as well as longer trips; Kerstin to follow up links with other

clubs (Perth, Newburgh, Wormit, St Andrews, Forfar and Elie) during January and a small group to meet to work on programme in February

c. **40th anniversary –** Elisabetta and Adrian and collecting memories from older club members and have also checked archives to put together a booklet – celebration to be a social highpoint of the year and photo opportunity; idea to create a 2020 calendar of best photos to sell at next year's AGM **ACTION: Kerstin** to email members to ask for contributions/ memories and to check box of club papers inherited from Mike Cain

d. Marketing – pros and cons of paying for ads in the Courier or Evening Telegraph were discussed; we had a few longer articles in the Evening Telegraph last season, which are a successful form of free marketing; **ACTION: Kerstin** to ask wider membership if anyone would be interested in writing a regular column/Newsletter for the Evening Telegraph or Courier; copies could be on our website/facebook to show regular activities; for sailing vouchers it was agreed to advertise on facebook – **ACTION: Leandro** to get more vouchers printed and compose a "boosted" post in facebook

e. Building/windows – Bill had contacted Kerstin to inform of progress, still awaiting one sign off, expected to complete work before start of season

- **AOCB**
- **Burns Night on** – agreed for 1st February – **ACTION Kerstin** to advertise save the date and ask for raffle prizes
- **Bill's fishing boat:** Kerstin explained that this was bought to support the club and will be on a mooring during the season on a trial basis; similarly as with the rowing, the focus of the club will remain sailing and cruising but both might offer alternatives on days when the weather is too calm for sailing and may attract additional members; it was also discussed whether there could be fishing vouchers similar to sailing vouchers on sale in Courier/ on facebook – to be discussed further when Bill is back
- **Meeting with Jack (RYA)** – John and Yolanda would be able to join Leandro on 11th but majority of committee unavailable (update: meeting postponed to 7th January)

- **Next Meeting:** agreed to meet on 1st Monday of the month – 7th January 2019