Minutes of the Committee Meeting

05Dec16 / 7:30 Gunners Bar

Committee Present: Names and positions
Duncan Heather [DH] (Commodore), Michael Cain [MC] (Secretary). Kerstin Jorna [KJ] (General Member), Adele McConnachie [AMcC] (General Member), Leandro Tramma [LT] (General Member), Tam Yorke [TY] (General Member)

ACTION

1. Apologies

Bill Clark [BC] (Vice-Commodore), Elisabetta Loi [EL] (Treasurer)

2. Welcome and Introduction

The Commodore welcomed the two new committee members.

3. Minutes of the Previous Meeting

The minutes of the committee meeting held on 17th October 2016 were accepted as a true record.

The AGM minutes have been circulated, these will be put to the "half-yearly" general meeting for acceptance.

4. Matters Arising / Actions Not on Agenda

The main discussion was about the updated strategy document, and covered many things that are agenda items. The targets and actions for the beginning of 2017 to the end of the season formed the basis for these discussions.

a. Membership:

Next season will we aim for 85 memberships, with a continuing focus on recruiting family members to bolster our junior section.

b. Marketing:

Develop a new marketing focus for 2017 emphasising membership value.

Use a Courier Christmas voucher advertisement to raise funds and encourage new memberships

Also use the website home/start page for this at appropriate times.

It may be possible to get posters into the local schools.

The Broughty Spotlight advert was productive, and will be used again this year, along with the Gala week magazine.

c. Management:

Update roles on DutyMan for potential additional youth activities and for Officer of the Day. **DH**

The role of boatswain needs to be clarified, DH to approach Alistair on whether he might take up this task again. Try to carry on with teams – include a question on this in the survey, and possibly offer an award for the best team. **DH**

d. Event Management:

The program for next season will be put together by DH, Fiona Findlay and Derek Andrews, with the draft circulated to the Committee to insert special events. **FF/DA**

Social Events – fewer events and distinguish fund raising from esprit-de-corps activities.

Individuals will be in charge of specific events.

e. Safety:

Procedures and risk assessments have been prepared, some development of these are needed for a “Traffic light” system for the Officer of the Day, and the Club mobile telephone responsibility.

It may also be an idea to invite the RNLI to provide a safety session.

f. Communication:

This has been mostly good this year.

g. Training:

Training for children has been quite successful this year, particularly Ron Melville’s session. For next season we can plan to just get children on the water, even if there is insufficient wind for the planned activities. The Toppers were good to have, perhaps a “Topper Day” could be part of the training plan.

Launching trolleys are needed for the Toppers, so that more than two can be launched or recovered at once, and left set up ready for use.

Adele has a spare Laser which she can lend to the Club for developing skills in members, particularly children.

Ancrum links have increased this season but could be improved, MC/DH to arrange a meeting with Derek Napier. **MC/DH**

h. Financial:

We need to review the subscription and other fees, and allowances for depreciation and replacement.

DH is preparing a grant application for an extra safety boat. **DH**

i. Dinghy Park:

We need to make room for new members’ boats, and encourage owners of unused boats to remove them, with a reminder that Club Boats are available for use by the more sporadic experienced members. **DH/TY**

Club boats need an inspection and list of repair / maintenance required before next season.

j. Building / Grounds:

Window upgrade – a slight modification to the building warrant application is being done by Ian Morrison.

Heating – we have some quotes but this is not a priority unless we have some spare money for facility improvement.

Slipway – preparation at the start of last season was very good, and it is worth doing the same again if Euan can arrange the digger.

k. Partners:

Slipway lease renewal is due this year, MC to seek advice and any documentation from Michael Kidd. **MC**

5. Communication

a. Leandro plans for website & PayPal – LT intends to put a voucher advert on the website and on Facebook, £50 to end of January 2017.

6. Sub-Committees

a. Programme

DH & Fiona to start. Suggestion to delegate to Derek Andrews

b. Marketing: This sub-committee is no longer needed.

c. Operational Procedures: This sub-committee is no longer needed.

d. Social Events

Needs review for next year – number/pricing of events

This sub-committee is still needed. Fewer events to happen, see 4d above.

Burns night plans include a ceilidh and less talking. To be included in the survey to ask for volunteers to help.

7. Maintenance Boats

a. Club Dinghies

Invite Alistair to be Boatswain, to co-ordinate activity. Encourage wider participation in maintenance. **DH**

b. Safety Boat

Grant application for 2nd boat.

Replace current motor – hopefully Davey Anderson, DH to see them about this. **DH**

8. Maintenance Building

Windows update

Electrical report & repairs. The report and confirmation of work done needs to be sent to the insurers. This currently with Jim Green and George Reid (inspecting accounts.)

9. Finance: A current financial position was circulated.

10. Training

More for kids. Do we want a Wednesday evening as a separate youth session? To go into the survey and be discussed at the January committee meeting.

MC/DH to arrange a meeting with Ancrum. See 4.g above.

11. Partners

Report on Grove "Community" day

Adele gave a report on the "My Community" day at Grove for S1 pupils, with comments from others who helped out. There were a lot of contacts, though followup focus is to get parents also interested.

Slipway agreement with council. See 4.k above.

12. AOCB

RYA contact list. Some RYA correspondence is going to previous office holders, MC to produce new contact list, with the names of Officers but all addresses as c/o Secretary for posted letters and will then distribute communications as required. Email correspondence to come to Club email. **MC**

13. Date of Next Meeting: 09Jan17