

MPASC- General Meeting Minutes

Date: 14th November 2023

Meeting Open: 7.00 pm

Chairperson: John Skewes

1. **Present:** J. Skewes, B. McWhirter, J. LeLaen, M. Pilgrim, B. Curran, A. Whitbourne, J. Carr, K. Dalton, N. Parker, L. LeLaen, C. Tzaidas.
2. **Apologies:** Nil.
3. **Minutes of the Previous Meeting (General Meeting held 10th October 2023)**

Moved: B. Curran

Seconded: K. Dalton

4. **Matters Arising from the Minutes:**

Item 2 Grant Applications – Current Status:

1. Central Coast Council (Community Activities/Programs Grants) – \$5000 - Purchase of a Drone submitted, waiting decision.
2. Federal Government – 2023 Volunteers Grant (Fuel Expenses - \$2129). Funding of \$1500 approved. Waiting on funds to be deposited.

Item 39 Volunteer for Support to Catamaran Racing on Saturdays: Nick (Hord) advised he had re-created a Duty Boat Roster for catamarans as no one was identified to provide support for the catamaran racing on Saturdays. Nick stated he would continue to look at options for support to the cats.

Action Item: Nick (Hord) to identify options for catamaran racing on Saturdays for season 2023 – 2024.

Item 72 Water leak in the Storeroom: Andy (Whitbourne) advised Council technicians came out to the clubhouse to assess this issue, but no action has yet been taken to repair the leak. Andy has sent Council pictures of the leak's position inside our storage area.

Action Item: Andy (Whitbourne) to monitor Council's response to fixing the water leak.

Item 75 Erosion issue along the foreshore and beneath the Club's Boat Ramp: Andy (Whitborne) had previously advised the best way to fix the erosion issue beneath the ramp was to fill the gap with concrete. The Club has a few concreters as members, so Andy volunteered to approach these members for advice.

Action Item: Andy (Whitbourne) to approach club members for advice on concreting beneath the boat ramp.

Item 76 First Aid Audit: Janet (Carr) advised the First Aid kits had been replenished and the new battery for the defibrillator had been received. **ITEM CLOSED.**

Item 80 Club's Water Urn: A replacement hot water urn has been purchased. **ITEM CLOSED.**

Item 81 Volunteer and Social/Affiliate Membership Fees: At the October meeting the proposal to reduce the price of Social/Affiliate membership to \$20 per season and to offer non-sailing volunteer members a special "volunteers" membership was approved. This decision would be ratified at the next AGM. The Commodore stated he would write to Social/Affiliate members who have already paid their membership fee and they would be advised their membership would be for the 2023 – 2024 season as well as the 2024 – 2025 season. He would also advise our regular volunteers of the decision.

Action Item: The Commodore to advise Social/Affiliate members of the club's decision.

Item 83 Flag Sets for Regattas: Nick (Hord) had previously advised the current flag sets available for regattas were inadequate with missing or deteriorated flags. The Meeting authorised Nick to purchase a new set to support regattas.

Action Item: Nick (Hord) to purchase flag sets to support regattas.

Item 84 Servicing the Club's Fire Extinguishers: The Commodore advised two new fire extinguishers had been purchased. The two old extinguishers were still displaying positive pressure and would be retained as emergency reserves. **ITEM CLOSED.**

5. **Reports**

Treasurer's Report: The Commodore tabled a Profit & Loss Report for the three-month period ending on 31st October (August – October 2023).

Moved: C. Tzaidas **Seconded:** A. Whitbourne **Report Accepted**

Brenton (Curran) tabled a number of reports from our TryBooking system detailing memberships, boat registration and race fees.

Post Meeting Note: The \$275 expenditure recorded against the Advertising Account was for the signage purchased from Best Signs for the jetty and the A frame billboard advertising the club to the public using the walkway along the foreshore.

Race Committee Report: Mick (Pilgrim) advised the light on marker No 8 (Start/Finish Marker) had been damaged and needed replacing. Mick advised he would replace the damaged light.

Regatta Committee Report: The Phil Johnson 14ft Cat regatta was held over the weekend 14th – 15th October, with 50 catamarans attending the regatta.

6. **Correspondence In:**

- Yasmin Catley – NSW Parliament Community Recognition Aware (Lucy LeLaen)

7. **Correspondence Out:**

- Australian Sailing EOI for future NSW Youth Regattas
- Limited Liquor Licence application for 2024 – NSW Police

8. **General Business.**

Item 86 Clubhouse 2nd Story Extension Project: Andy (Whitbourne) advised the DA for the club's 2nd story extension and amenities upgrade had been approved by Council and that he was in the process of obtaining two quotes, one from DACH Constructions and the second from Weyn Construction. Andy further stated that the Club's Grant Coordinator (Nilli Parker) was working on a submission for funding under the "Level the Playing Field Program 2023/24 grant program. If successful funding would be released in July/August 2024 and construction would need to start in September 2024. Andy went on to say he would need to discuss logistics with Council once construction was commenced and that the club would need to develop a plan to successfully run a season without access to the clubhouse which would become a construction site and access closed off.

Item 87 Equitable Access and Usage Policy: Nikki (Parker) briefed the meeting of the need for the club, as part of the application for the Level the Playing Field Program, must commit to a Statement of Intent that gender equality is considered and prioritised in all current and future planning, policy, service delivery and practice, as they relate to community sports infrastructure. As a club we need to submit a draft Equitable Access and Usage Policy that address the aims of the Equitable Access and Usage Policy and provide a supporting action plan, by 30th June 2024, to remain eligible for funding under the Level the Playing Field Program. We have a template available to us, to develop and adjust to personalise and make suitable for MPASC current requirements and ongoing needs, to be adjustable, inclusive, and accessible for all our members and community. A brief overview of the policy includes:

- eliminate gender inequality, ableism and cultural bias in sport infrastructure design and delivery,
- provide equitable facility access to the best* facilities available,
- ensure equity in the allocation for training and competition and address other elements of inequality in program design and delivery,
- ensure all genders have the opportunity to fully participate in sport, be encouraged, welcomed, supported, and rewarded.

(* best looks different for everyone. For some it may mean more family friendly or convenient training times, safe and private access to change facilities, cultural change to include women and girls in social events and on club committees, increased access to sports fields for training or scheduling of grand finals at a time suitable to allow spectator support). Over the coming months, as a committee we will continue to address, develop, and consider the priorities of planning and delivery of this policy and how they relate to our community, members, and our infrastructure.

Action Item: The Committee to develop Equitable Access and Usage Policy.

Item 88 Junior Committee: Lucy (LeLaen) stated the last junior committee meeting was held on 28th October. The Commodore asked Lucy if she felt the creation of a junior committee was worthwhile, and if the juniors felt they had meaningful input into the operations of the club, particularly in reference to things affecting juniors. Lucy stated the creation of the junior committee was worthwhile and yes, the juniors of the club felt positive about their influence over issues relating directly to juniors.

Item 89 Local Surf Club – Learn to Sail Class: Andy (Whitborne) stated he had been approached by the local Surf Life Saving Club to see if MPASC would be interested in running another Learn to Sail class specifically for them. After some discussion the Meeting agreed to run a course. Andy stated he would run two courses in January, one for the Surf Life Saving Club, and one for the local juniors.

Action Item: Andy (Whitborne) to advise the Surf Life Saving Club of our decision and to plan accordingly.

Item 90 Caravan Parking at the Clubhouse: Andy (Whitbourne) advised we had been having some issues with caravans using the club's grounds to park up overnight and for extended periods, rather than using the caravan park next door. Andy stated he had raised the issue with Council, who are the managers of the property. The Meeting discussed a number of options to discourage this practice including erecting an access gate and/or signage to stop the practice. After some discussion the Meeting proposed Central Coast Council be approached to erect appropriate signage to stop caravans parking overnight or longer.

Action Item: Andy (Whitbourne) to approach Council to install signage to stop overnight parking on the grounds.

Item 91 Pontoon Cracking: Andy (Whitbourne) advised some cracking was evident on the pontoon at the end of the jetty. He and Jim (LeLaen) would have a closer inspection to determine what action is needed to fix the issues. Andy also stated we should consider a "No Mooring" sign, to discourage boats from tying up to the pontoon.

Action Item: Andy (Whitbourne) and Jim (LeLaen) to inspect the pontoon for cracking.

Item 92 Upgrade of the NBN Connection to the clubhouse: Bruce (McWhirter) advised that Fiber to the premises was now available and that we should consider upgrading to improve the club's internet connection. After some discussion the Meeting agreed to upgrade to the cheapest plan available and to retain our landline connection. Bruce stated if, at a later date, we wanted to improve the internet connection then we could always move to a different NBN plan. The cheapest plan available was around \$85 per month.

Action Item: Bruce (McWhirter) to arrange for our NBN plan to be upgraded with Exetel.

Item 93 Shark Sighting Policy: Ken (Dalton) had raised the issue of increasing shark sightings and provided a template of the policy used by Belmont 16 Footers. The Commodore stated he had modified this template to suit MPASC and had incorporated it into the club's Emergency Management Plan. The Commodore continued by stating he had distributed the revised plan for comment. If accepted the Commodore would print a copy of the Emergency Management Plan to be held at the clubhouse for reference.

Action Item: The Commodore to print a copy of the approved Emergency Management Plan to be held at the clubhouse for reference.

Item 94 Limited Liquor Licence - 2024: The Commodore advised the meeting that he had submitted our application for a Limited Liquor Licence in 2024 to the NSW Police (Toukley). Once approved the Commodore will distribute a guide for the Club's operations under the licence to all members.

Action Item: The Commodore to draft and distribute a guide to all members for the club's operation under the Limited Liquor Licence and the sale of alcohol.

Item 95 Improving the TryBooking Regatta Registration Process: Sheree (Dalton) provided feedback on the TryBooking system used with the recent Dolphin Chaser Regatta. Sheree's comments were: "using the online booking tool really helped the registration process at this year's Dolphin Chaser. Not having to ask competitors and parents about payments and bank transfers was really seamless. Being able to easily monitor competitor numbers and dinner numbers really helped with the planning. Also completing the registration was also an easy process. Area for Improvement:

- The registration didn't include a declaration about race insurance or ask for the competitors sailing club.
- Separating competitor tickets and the dinner tickets (combining these meant all of the reports included both registrations, there was no common field that allowed the dinner tickets to be filtered, the clean list of competitors was made by manually identifying and deleting each dinner registration, this may seem insignificant to some with a club member saying it will sort itself out at registration, though this is not an easy process and risk of error is very high)
- Some pre-registration testing and some custom reporting will really improve this process.
- Some consideration should also be given to the reporting capacity of this tool as it could be really useful for Nikki and Andy when preparing grant applications.

Action Item: Bruce (McWhirter) to look into the improvements suggested by Sheree and amend the template(s) in TryBooking while these ideas are fresh in our minds rather than wait for next year's regatta.

Item 96 Presentation of the NSW Parliament Community Recognition Award to Lucy LeLaen: The Commodore presented the NSW Parliament Community Recognition Award, endorsed by Yasmin Catley MP, to Lucy LeLaen. **ITEM CLOSED.**

Long Term Issues.

Disposal of the Club's Flying Ants: The Club's Flying Ants fleet will be sold off.

Action Item: Ken (Dalton) and Jim (LeLaen) to manage the sale of the Flying Ants.

Renewal of Council Lease: Council is working through the renewal of the lease, as it is with all other long-term leases within the council area. Until the lease was finalized the Club would continue a month-to-month lease arrangement.

Renewal of RSA Qualifications for Club Members: Any club member undertaking the RSA training or renewing their RSA would be reimbursed the cost of the course by the Club.

Monitoring the Club's Radios during Sailing Days: For safety reasons club members and Duty personnel will need to be continuously reminded of the importance to monitor the radios during race days. The Commodore had recommended we change the radio call sign for the clubhouse from MP1 to MPASC Clubhouse to remove any confusion to who was being called and this was accepted by the meeting.

Development (through Australian Sailing): Australian Sailing (AS) were embarking on a program to engage clubs to improve club development.

Control of Roadway/Entry Way to Property: The Commodore advised the club's DA for the second story extension has now been approved by Council and the traffic assessment for the property is covered under the DA approval.

Rental of the Clubhouse for functions: The Meeting (12/9/2023) discussed the use of the clubhouse for functions and should all users pay a fee for renting the facility. The Commodore advised the club's current policy was that members could hire the clubhouse at no cost, but non-members had to pay a fee. Over the last few years only the Mannering Park Country Women's Association (CWA) had rented the facility, while their own hall was undergoing repairs, and they paid a nominal fee for using the clubhouse. All other bookings of the clubhouse were made by club members. The meeting decided any decision to establish a fee to members, for hiring the facility, should be made at an AGM by all members.

Future NSW Youth Regattas: The Commodore advised he had written to Australian Sailing stating the club would be interested in hosting a future NSW Youth Regatta, but we needed to have a number of key infrastructure projects completed before we would be in a position to host this event.

Meeting Closed: 8.47 pm.