

MPASC- General Meeting Minutes

Date: 14th March 2023

Meeting Open: 7.00 pm

Chairperson: John Skewes

1. **Present:** J. Skewes, B. McWhirter, M. Pilgrim, A. Whitbourne, I. Carr, N. Hord, K. Dalton, B. Curran, J. LeLaen.
2. **Apologies:** J. Sivell, N. Parker, T. Blackford, J. Carr.
3. **Minutes of the Previous Meeting (General Meeting held 14th February 2023)**

Moved: A. Whitbourne

Seconded: M. Pilgrim

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

Item 2 Grant Applications – Current Status:

1. Youth and Volunteer Training - \$1,795 (NSW Office of Sport – Sport Development Grant) – Successful (Remaining funds to spend - \$320). Andy (Whitbourne) to look at expending the remaining funding on training.
2. Youth and Volunteer Training - \$2,660 (NSW Dept. Social Services – 2021 Volunteers Grant) – Grant successful and funding received. Andy (Whitbourne) to look at expending these funds.
3. Gender Specific Amenities and 2nd Story Clubhouse Extension - \$650,000 (NSW Department of Planning, Industry, and Environment – Regional Development) – Stronger Country Communities Fund – grant not successful. Application met all requirements and criteria, however there were limited funds made available to our Electorate by the current State Government.
4. Youth and Volunteer Training - \$4640 (NSW Office of Sport – Sport Development Grant) – grant successful. Andy (Whitbourne) to look at expending these funds.

Item 18 Club Development (through Australian Sailing): A Teams meeting was held on the 4th August with Australian Sailing. A number of key points were discussed which will be further investigated by us. A follow up meeting would be held at a later date to see how the club is progressing. Andy (Whitbourne) will follow up with AS.

Item 25 General Use of the Club's Jetty: The Meeting had previously discussed the issue of closing off the jetty to the public when it was being used by the Club. A decision was made to have two signs made with the words “Private Jetty”, to be placed at both ends of the jetty. To stop access from the shore end of the jetty a chain barrier, with a sign “Jetty Closed” would be installed so the jetty could be closed when being used by the club. The barrier could then be removed allowing public access once the club event has finished.

Action Item: Ken (Dalton) to organise signage and chain barrier.

Item 29 Sponsorship/Partnership Coordinator: Ken (Dalton) advised the Club's Partnership Plan was now recorded in SharePoint. **ITEM CLOSED.**

Item 38 Club Membership Cards: The Meeting discussed how we would issue membership cards and decided to make them a continuous card (i.e. not to have a year printed on them so save having to re-issue new cards each year. All issued cards would be made "unfinancial" on the 31st August each year and the discount turned off. As each member renewed their membership the discount would be turned back on for that member. Only new members and lost cards would be printed each season.

Item 39 Volunteer for Support to Catamaran Racing on Saturdays: Nick (Hord) advised the catamaran fleet had moved to sailing just 14ft cats to simplify racing for this season. Options for next season would be looked at.

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

Item 41 Discover Sailing Day: Andy (Whitbourne) advised the Discover Sailing Day held on 25th February had some success with six (6) members of the public attending, and two (2) signing on as crew to yachts. Andy recommended the club hold a similar event next season, but earlier in the season rather than towards the end. The Meeting agreed and would look at holding a Discover Sailing Day early in season 2023 – 2024 when we develop our sailing calendar.

Action Item: Race Committee to program a Discover Sailing Day early in season 2023 – 2024.

Item 46 Housekeeping around the Clubhouse.: The Commodore advised he had discussed the professional cleaning of the clubhouse with Nicky Davis, a professional cleaner. The Commodore, Nicky, and Ian (Carr) looked over the clubhouse and discussed what needed to be done and the frequency of cleaning services. During our regular season (September to April) cleaning of the clubhouse would be carried out weekly (on a Monday) and during the off season (April to August) fortnightly (on a Monday). When events were held at the clubhouse (e.g. regattas) additional cleaning by Nicky would be arranged. Nicky had provided a quote of \$80 per cleaning service which was accepted by the Meeting. The Commodore would arrange with Nicky to commence the cleaning service.

Action Item: The Commodore to arrange for Nicky Davis Cleaning Services to commence cleaning of the clubhouse.

Item 49 Electronic Payments: Bruce (McWhirter) provided a demonstration of the “Register Now” IT system for registering and electronically paying for club functions and events, club membership and race fees, as well as regattas, which he had set up for the club. The Meeting was very impressed with the system and its functionality and voted to adopt the system for the Club. Bruce would arrange for the system to manage bookings for the club’s annual Presentation function on the 20th May 2023 as the initial trial for the club using “Register Now”.

Action Item: Bruce (McWhirter) to set up “Register Now” for managing booking for the club’s annual Presentation function on the 20th May 2023.

Item 51 Advertising Club Partners/Sponsors and Merchandise for sale: Ken (Dalton) had previously proposed that we change the silver sign behind the bar/canteen to just MPASC information and remove the partners/sponsors information and instead use the TV monitor to advertise these. This would be a more cost-effective way to update partner/sponsors information without continually updating the signage when these changed. Ken also suggested using the TV to advertise merchandise for sale by the club. The Meeting accepted Ken’s proposals.

Action Item: Ken (Dalton) to organise a quote to change the Sponsors silver sign above the kitchen area to just MPASC information. Bruce (McWhirter) to place partners/sponsors and merchandise information for display on the club’s TV.

Item 52 SharePoint: The Commodore advised Brenton Curran had completed updating data on the club’s the SharePoint membership and boat registration databases. **ITEM CLOSED.**

Item 53 Complaint by Neighbor (16 Grace St): The Commodore advised he had spoken to Council about the continuing complaints from No 16 Grace St, this time about parking in the street and beside the clubhouse. Council assured the Commodore that there was no basis for the complaint and so long as club members did not block his driveway there was nothing illegal about parking on a public street/road. Andy (Whitbourne) stated Council was waiting on a traffic assessment report, in relation to the club’s DA for the second story extension, and our neighbours may have picked up on this during the public consultation process for our application.

Item 54 Problems with the Canteen Till: Bruce (McWhirter) advised a new WiFi modem had been installed and the issues had been rectified. **ITEM CLOSED.**

Item 55 Control of Roadway/Entry Way to Property): The Commodore advised he had spoken to Council who would have a ranger visit to access the situation. This would probably be linked to the traffic assessment to be conducted by Council for the club’s DA for the Second Story Extension.

Item 56 Loan of a Rib to Speers Point Sailing Club: Andy (Whitbourne) had previously advised he had been approached by Speers Point Sailing Club to borrow one of our ribs for the Open Skiff State Titles they were hosting over the 25th – 26th March. The Commodore stated he was comfortable with assisting Speers Point so long as it did not interfere with our club’s sailing program.

Item 57 Review of Canteen and Bar Prices: Janet (Carr) had previously recommended the club review the canteen and bar prices following the Governments liquor tax increase and the general cost-of-living increases in most grocery items. The Meeting agreed and proposed any increases be delayed until after the season in April.

Action Item: Janet (Carr) and Commodore to review canteen and bar prices in April.

Item 58 Policy for the use of the Club's Mooring: The Commodore advised a club policy for the use of the club's mooring had been drafted. After reading the proposed policy the Meeting approved the policy. The Commodore stated he would incorporate the policy into the club's Handbook.

Action Item: The Commodore to incorporate the new policy into the club's handbook.

Item 59 Monitoring the Club's Radios during Sailing Days: Janet (Carr) had previously advised a medical emergency occurred on the 11th February which initially went unnoticed because the Club's radios were not being monitored. The Commodore stated this was an important safety issue and Duty Personnel needed to ensure the radios were monitored continuously during race days. The Commodore would reinforce this message to members via email. The Commodore recommended we change the radio call sign for the clubhouse from MP1 to MPASC Clubhouse to remove any confusion to who was being called. The Commodore would also remind club members not to turn down the radios so that all call can be properly monitored.

Action Item: The Commodore to remind members of the importance of monitoring the Club's radios.

5. **Reports**

Treasurer's Report: The Commodore tabled the Treasurer Financial Reports for February 2023.

Moved: J. Skewes

Seconded: J. LeLaen

Report Accepted

Race Committee Report: No report was tabled at the meeting.

Regatta Committee Report: Nick (Hord) stated he had been approached by the Maricat 5.0 association to see if we could host their State Titles at the same time the club held its Open Cat Regatta. The meeting approved the request.

6. **Correspondence In:**

- Nil.

7. **Correspondence Out:**

- Nil

8. **General Business.**

Item 60 NSW Youths - 2023: The Commodore stated the NSW Youths would be held at Teralba this year, which presented a number of logistical issues for the club if we were to continue as a Partner Club for this event. After consulting a number of key club members the decision was made to not participate, as a club, in this years regatta. Individual club members were free to volunteer their time and services if they wished to be involved. The Commodore further stated he would advise Australian Sailing (AS) of the club's decision.

Action Item: The Commodore to advise AS of the decision not to be a Partner Club for the 2023 NSW Youth Regatta at Teralba.

Item 61 Annual Presentation Function - 2023: Jim (LeLaen) raised the 2023 Annual Presentation Function for discussion. The Meeting settled on Saturday 20th May 2023 as the date for the function, to be held at the Mannering Park Community Hall. Nikki (Parker) would look into catering for the function and Jim (LeLaen) would organise prizes. A cost for members/nonmembers would be determined once catering arrangements were finalised.

Action Item: Nikki (Parker) to organise catering for the Presentation function. Jim (LeLaen) to organise prizes. Costs TBA.

Item 62 Hosting School Kids from Piliga Public School: Andy (Whitbourne) advised 12 – 13 Indigenous kids (6yo to 12yo) would be coming to the club on Wednesday 22nd March for a fun day on the water. The trip had been organised through Andy's mother. The visit presented a great opportunity for the club in terms of PR and Andy stated Yasmin Catley, our local State Member for Swansea had been invited to meet the kids.

Item 63 Serving Alcohol at the Clubhouse under our Limited Liquor Licence: The Commodore stated that under Section s.38 of the club's Limited Liquor Licence all alcohol must be served/sold in opened cans and/or bottles. This regulation had been suspended during the Covid-19 restriction but has been reinstated and must be enforced.

Long Term Issues.

New Child Protection Policy: The State Government has introduced a new Child Protection policy for sports clubs and other organizations to follow. Implementation of the policy would be over a 2-year period. Australian Sailing had also commenced drafting the documentation needed to comply with the new policy and these would be made available to clubs over time. Janett Mangan has volunteered to be the club's coordinator in developing the club's policy documentation and providing advice to the committee.

Disposal of the Club's Flying Ants: Port Kembla Sailing Club has expressed interest in the Club's Flying Ants fleet. After some discussion a price of \$2000 each was agreed by the meeting.

Action Item: Ken (Dalton) to speak with Port Kembla Sailing Club.

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: The Commodore stated any member who undertook the RSA training would be reimbursed the cost of the course by the Club. He had further advised the same offer of reimbursement would apply to any member who renewed their RSA.

Meeting Closed: 9.08 pm.