

MPASC- General Meeting Minutes

Date: 23rd April 2023

Meeting Open: 11.20 am

Chairperson: John Skewes

1. **Present:** J. Skewes, B. McWhirter, P. MacGregor, F. MacGregor, J. Carr, I. Carr, A. Whitbourne, J. LeLaen, L. LeLaen, J. McCulloch, M. Pilgrim, Y. Martin, G. Pavitt, D. Barnes, K. Douglas, T. Peters, G. Waterson, J. Sivell, D. Wilson, A. Lewicki, B. Curran, L. Curran, M. Hickey, R. Tickner, J. Brennan, A. Brennan, M. Brennan.
2. **Apologies:** V. Tzaidas, C. Tzaidas, W. Pfeffer, M. Forbes, K. Dalton, N. Parker, N. Hord, T. Blackford.
3. **Minutes of the Previous Meeting (General Meeting held 14th March 2023)**

Moved: A. Whitbourne

Seconded: J. LeLaen

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. 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): Andy (Whitbourne) advised he will be attending a follow up meeting with Australian Sailing in Sydney on the Sunday following the annual Club Conference.

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 the Club was using the jetty. 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 would need to be put in place early to avoid complaints from the public who would otherwise wish to use the jetty. 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 38 Club Membership Cards: The Meeting had previously 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 re-classified “unfinancial” on the 31st August each year and the discount turned off. As each member renewed their membership their access to the discount would re-activated by the Secretary. Only new members or lost cards would need to 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 46 Housekeeping around the Clubhouse.: The Commodore confirmed ND Cleaning Services had commenced cleaning the clubhouse on a weekly basis during the sailing season and on a fortnightly basis during our non-sailing period. **ITEM CLOSED.**

Item 49 Electronic Payments: The Commodore advised the “TryBooking” system had been selected as the Club’s on-line booking and payment system after an extensive assessment of several systems by Bruce McWhirter. The club’s Presentation function in May would be the first event to use the new system. **ITEM CLOSED.**

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 53 Complaint by Neighbor (16 Grace St): The Commodore had previously 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. **ITEM CLOSED.**

Item 55 Control of Roadway/Entry Way to Property): The Commodore had previously 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 Speers Point Sailing Club had sought approval to borrow one of our ribs for the Open Skiff State Titles they were hosting over the 25th – 26th March. The request was approved. **ITEM CLOSED.**

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 to prices be delayed by the Committee 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 had previously advised a club policy for the use of the club's mooring had been drafted for inclusion into the Club's handbook. After reading the proposed policy the Meeting approved the draft. 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 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. 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 and to amend the Handbook for the change in callsign for the clubhouse.

Item 60 NSW Youths - 2023: The Commodore stated he had advised Australian Sailing (AS) that the club would not be participating in the 2023 NSW Youths Regatta, to be held at Teralba. **ITEM CLOSED.**

Item 61 Annual Presentation Function - 2023: The Commodore advised the 2023 Presentation function would be held on Saturday 27th May 2023 at the Community Hall Mannering Park, starting at 5.30pm. Tickets and payment could only be made using the Club's new "TryBooking" system and a link to this was placed on the Club's website. Ticket prices would be \$45 for Adult Members, \$20 for Child Members (under 18 Yrs), \$55 for Adult Non-members, \$25 for Child Non-members (under 18 Yrs), and Children under 6 Yrs – Free. Invitations had been sent to VIPs and Official Guests by the Commodore, and a notice to members placed on the Club's Facebook page as well as an email invitation sent to member's email addresses.

Item 62 Hosting School Kids from Piliga Public School: Andy (Whitbourne) provided a brief summary of this event to the meeting. **ITEM CLOSED.**

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 previously been suspended, during the Covid-19 restriction, but has been reinstated and must be enforced. **ITEM CLOSED.**

5. **Reports**

Treasurer's Report: As per the AGM.

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

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

6. **Correspondence In:**

- Nil.

7. **Correspondence Out:**

- Nil

8. **General Business.**

Item 64 Race Officers and Equipment Auditors: Mick (Pilgrim) stated we needed to identify and train additional Race Officers and Equipment Auditors, from the ranks of our members, so we have sufficient numbers of qualified people for the start of the 2023 – 2024 season. Both Mick and Andy (Whitbourne) would canvas members to see who would be interested in undertaking this training. The cost of the training would be met by the Club from our grant funding.

Action Item: Andy (Whitbourne) and Mick (Pilgrim) to canvas members to undertake the Race Officers and/or Equipment Auditors training.

Item 65 Election of Club Officials: The Commodore declared all club official and sub-committee positions vacant, and the following members were elected as Club Officials and Sub-committees:

Handicap Committee (Yachts – Saturday) – Mick Pilgrim, Brenton Curran, Warren Pfeffer

Handicapper (Catamarans and Dinghies – Saturday) – Warren Pfeffer

Social Coordinator – Vacant

Canteen Manager – Janet Carr

Club Captain – Jim LeLaen

WHS (Work Health & Safety) Officer – Vacant

Public Officer – Patrick MacGregor

Twilight Coordinator – Mick Pilgrim

Twilight Handicapper – Mick Pilgrim

Twilight Timekeepers – Anne Lewicki, Lee Curran, Ken Douglas, Andy Brennan

Member Development and Training Coordinator – Andy Whitbourne

Publicity Officer – Nikki Parker

Web Master – Bruce McWhirter

Club Licensee – John Skewes

Grants Coordinator – Nicki Parker

Partnerships (Sponsors) Coordinator – Ken Dalton

Volunteers Coordinator – Jim LeLaen

Members Coordinator – Vacant

Youth Committee – Lucy LeLaen

Child Protection Coordinator – Jeannette Mangan

Assistant Treasurer – Brenton Curran

Regatta Committee – Michael Forbes, Andy Whitbourne, Jim LeLaen, Nick Hord, Sheree Dalton, Mick Pilgrim.

Race Committee – Andy Whitbourne, Mick Pilgrim, Warren Pfeffer, Nick Hord, Jim LeLaen.

Protest Committee – Michael Forbes, Jim McCulloch, Darcy Wilson.

Equipment Auditors – Andrew Whitbourne, Michael Forbes, Kevin Cook, Mick Pilgrim.

Item 66 Fee Structure for Season 2023 - 2024: The Commodore opened discussions on the fee structure the club should adopt for season 2023 – 2024. He stated that he had conducted some analysis, based on the P&L report for last year (April 2022 to March 2023), to determine the operational income and expenditure for the club. From this analysis our operational income was \$33,185.31 (grant income removed), and our operational expenditure was \$35,771.38 (grant funds expenditure removed), giving the club an operational loss of \$2,586.07 (7.79% loss). The Commodore went on to say there were a number of options members could consider:

Option 1: Operational Income should cover Operational Expenditure, so we should increase membership and race fees by 7.79% (8%).

Option 2: Accepting that the club's canteen will always make some sort of profit, last seasons was \$12,138.45, which more than covered the operational loss and still gave the club an overall net profit of \$9,552.38 - so leave the membership and race fees the same.

Option 3: Acknowledge that costs are continuing to raise in our current environment and to mitigate these raising costs increase membership and race fees by something between 1 – 8%.

The Commodore explained that he was very conscious that there will be a number of members doing it tough, having to decide between paying the mortgage or rent, putting food on the table, or going sailing either for themselves or their kids and when we look back on the financial performance of the club we continue to perform well and remain in a strong financial position, as we have done for quite a number of years. He continued by highlighting that next season we won't have the income from the NSW Youth regatta, around \$3,600 and we are planning to introduce a discount to members only, on canteen and bar sales, so our revenue base is going to decrease next season. After some discussion, the Meeting determined that an increase in both membership and race fees was justified, and Daniel Barns proposed an increase of 10%. The meeting voted 16 to 10 (62%) to accept the proposal. The Meeting also voted to set the member's only discount, on canteen and bar sales, to 5% of the total sale.

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: 12.43 pm.