

## MPASC- General Meeting Minutes

**Date:** 9<sup>th</sup> June 2020

**Meeting Open:** 7.06pm

**Chairman:** John Skewes

1. **Present:** J. Skewes, J. LeLaen, T. Blackford, B. Curran, B. McWhirter, J. Carr, M. Pilgrim.
2. **Apologies:** A. Whitbourne, A. Foster, P. MacGregor.
3. **Minutes of the Previous Meeting (General Meeting held 19<sup>th</sup> April2020 - Electronically)**

**Moved:** J. LeLaen

**Seconded:** B. Curran

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

**Item 2 Expanding the Club's Storage Facilities:** The Commodore advised we were waiting on the Funding Deed, for the \$197,800 grant, to be sent to us by the Stronger Country Communities Fund grants coordinating body. Once that has been signed half the grant funding will be deposited into the Club's bank account so we can commence the project. Andy (Whitbourne) has arranged an updated quote from DACH Constructions, who will be the club's building contractor.

**Item 6 Trip Hazzard with lifting Concrete:** Andy (Whitbourne) had previously advised Council had inspected the tree and would not give approval for its removal. Andy has since written to Council stating the situation is a safety issue and as the landowners, they have a duty of care to rectify the situation, which will only get worse over time. Andy stated in his letter the decision by Council was unacceptable and the issue needed to be re-examined. Council is still to respond to Andy's letter

**Item 7 Club and Training Records:** Andy (Whitbourne) had previously advised he had updated the RSA records and was now looking at the Club Membership records. This is an on-going task.

**Item 10 Renewal of RSA Qualifications for Club Members:** The Commodore had previously 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.

**Item 11 Duty Boat Roster:** The Commodore had previously advised he had formed a sub-committee comprising the three Vice Commodores (Jim McCulloch, Adrian Foster, and Jim LeLaen) as well as Mick Forbes to review the Duty Boat Roster and develop a proposal to put to members. The Commodore stated this needs to be finalised and agreed by the Committee, no later than the August General meeting (11/8/2020) so it can be incorporated into the Club's Handbook.

**Action Item:** The sub-Committee to review the Duty Boat Roster and Responsibilities and formulate a proposal to be considered by the Committee.

**Item 13 Till Moneys and Bar Tabs:** The Commodore had previously advised he had drafted a set of rules governing the use of bar tabs as follows:

1. The “Bar Tab” system is only available on Friday nights to the “Model Boat” fraternity and only to MPASC Club members.
2. Non MPASC members must pay either by cash or credit card for their purchases from the bar or canteen.
3. **Only a Club member holding an RSA may sell alcoholic beverages from the Club’s bar.**
4. The barman is to record the sale on the tab sheet.
5. The Bar tab is to be finalised at the end of the night. Bar Tabs are not to be carried over.
6. The barman or a responsible Club member is to sign off on the closure of a bar tab and process the payment through the Club’s Point of Sale till. Individuals are not to finalise their own bar tabs.
7. The finalised bar tabs are to be passed to the Treasure, so he may reconcile the payments against the bar tabs.

These rules will be displayed at the Club’s bar. The Secretary (Bruce McWhirter) stated he would provide training on the Club’s new Point of Sale system (POS) to any club member requiring training. Simple phone Bruce on 0417441252 to arrange a suitable date and time.

**Item 15 The Club’s Annual Presentation Function for Season 2019 - 2020:** Due to the Covis-19 restrictions the Club’s 2019 – 2020 Presentation function at the Anchorage Restaurant - Summerland Point, has been deferred, to a date to be advised, when restrictions are lifted by the State Government. Brenton (Curran) advised the perpetual trophies, prize giving trophies, and embroidered polo shirts were all ready for the presentation, when the date for the Presentation is announced.

**Item 21 New Trailer for the Marko Runabout:** Jim (LeLaen) advised there were currently no suitable grants available to cover the purchase of a replacement trailer. He further stated the trailer would need to be replaced by the start of the new season in September. The Meeting approved Jim to obtain an updated quote and proceed with the purchase up to the value of \$3000.

**Action Item:** Jim (LeLaen) to purchase a new trailer for the Marko runabout up to the value of \$3000.

**Item 22 Proposal to make The Anchorage Restaurant – Summerland Point a Sponsor of the Club:** The Commodore stated the proposal for the Club to make The Anchorage Restaurant – Summerland Point a Sponsor of the Club had been approved. The Secretary was asked if he could arrange for Steve (Steve Curran Signs) to update both the Sponsor Board and the Club’s Honor Board.

**Action Item:** The Secretary to arrange for the update of the Sponsors Board and the Honor Board.

**Item 25 AS Youth Regatta – October 2020:** Jim (LeLaen) advised we would have sufficient volunteers to support the NSW Youth Regatta, to be held over the October long weekend (3<sup>rd</sup> to 5<sup>th</sup> October). The Commodore stated he would advise Australian Sailing accordingly.

**Action Item:** The Commodore to advise Australian Sailing that MPASC would support the NSW Youth Regatta in October 2020.

**Item 26 Powerboat Instructor Course:** The Meeting decided there was no requirement for a member to hold a Powerboat Instructors qualification. **ITEM CLOSED.**

**Item 27 Topsoil for the new Grassed Area at the front of the Clubhouses:** The new grassed area in front of the Clubhouse was now well established. **ITEM CLOSED.**

5. **Reports**

**Treasurer's Report:** The Treasurers Financial Report for the April – May period was tabled by the Commodore

**Moved:** Terrie Blackford    **Second:** Janet Carr    **Decision:** Report accepted

**Race Committee Report:** The Commodore tabled a report emailed by Patrick (MacGregor):

- A draft program for 2020-2021 has been prepared and circulated to relevant people. It includes a restored Marathon Series, four 5-race series, and a 3-race series for lady skippers and another for crew skippers. The Interclub Series has been scrapped.
- It is suggested the race fees in addition to the full season could be divided into Bay Series, Marathon series etc to attract boats who do not wish to sail in every race but would like to win something. The club championship would be only open to boats who have paid the race fees for the four main series and marathon series.
- New courses for the Bay and Marathon races have been drafted and are currently out for review.
- The Sailing Instructions for 2020-2021 have been drafted and are being reviewed and edited. We need some reviews to be done by the catamaran and dinghy folk.
- To my knowledge there has been no progress on the duty roster. I have circulated the question to the race committee and the special committee on this matter but have received no responses.

**Regatta Committee Report:** Brenton (Curran) advised the regatta Committee was currently looking at the 14ft Cat Regatta (10<sup>th</sup> – 11<sup>th</sup> October), the Chris Blackford Memorial Day (7<sup>th</sup> November), and the Big Cat Regatta (5<sup>th</sup> December).

6. **Correspondence In:**

- Notice from Services NSW that our annual Liquor Licence Fee for 2020 has been waived.
- Notice from Roads & Maritime that the Club's Sailing Notification (Aquatic Licence) has been approved for 2020 – 2021.

7. **Correspondence Out:**

- Application for the Club's Aquatic Licence.
- Application to Central Coast Council for a "Building Certificate" for the Clubhouse extensions.

8. **General Business.**

**Item 29 Covid-19 Safety Check for Commencing Sailing Operations:** The Commodore advised Australian Sailing (AS) and the Institute of Australian Sports had released a Covid-19 Safety Check List for clubs to use to commence competitive sailing. These were based on the current restrictions imposed by the State Government and Department of Health. The Commodore recommend we wait until August, to look at what safety measure we would need to put in place, for the club to start competitions in September. By August a lot of the current restrictions may have been lifted by the State Government.

**Item 30 Covid-19 Safety Check List to Reopen the Clubhouse:** The Commodore advised he had given his approval for the Clubhouse to be reopened to member from Friday 5<sup>th</sup> June, and only for Friday afternoons/evenings (4.30pm to 7.30pm). Restrictions included, but not limited to, imposing the 1.5m distancing for seated patron, the number of patrons limited to the 4m per patron rule, patron needed to be seated to consume drinks, no standing at the bar, patrons need to exercise safe hygiene practices, e.g. sanitizing hands, and all patrons needed to sign in and out of the club, providing their name and telephone number or email address. The Commodore further stated a dedicated Club member (only), with a current RSA, needed to be on duty as the barman. Kevin Cook and/or Jim LeLaen would supervise the club's activities to ensure all Covid-19 rules were followed. Any breach of the Covid-19 restrictions could see the Club hit with a \$50,000 fine.

**Item 31 Club Treasurer Position:** Janet (Carr) advised she would not be able to full fill the role of Treasurer but was happy to continue in her role as Canteen Manager. Terrie (Blackford) said she had been speaking with Janet and was happy to take on the role as Treasure. The Meeting accepted Janet resignation and Terrie's nomination as Treasurer.

**Item 32 Replacement and Maintenance of Club Equipment:** A number of items of equipment were identified as either needing replacement or servicing before the start of the new season. These included replacing the kitchen clock, replacing the Treasurer's briefcase, and servicing the Club's First Aid Kits and Deliberator. Janet (Carr) and Terrie (Blackford) were given approval to address these issues.

**Action Item:** Janet (Carr) to arrange for the replacement of the kitchen clock and servicing of the Club's First Aid kits and deliberator, and Terrie (Blackford) to replace the Treasurer's briefcase.

**Item 33 Club Captain Discretionary Spending:** The Meeting discussed providing the Club Captain (Jim LeLaen) with approval to spend up to \$300 per month (excluding fuel) on routine maintenance issue, as they arise. The Meeting approved the proposal.

**Item 34 Kitchen Cabinets:** Jim (LeLaen) proposed the Club look at installing some kitchen cabinets, along the back wall of the kitchen, to increase storage space for the canteen. The proposal was endorsed by the Meeting. Jim (LeLaen) stated he would get some quotes for the Committee to consider.

**Action Item: Jim (LeLaen) to obtain some quotes for kitchen cabinets for consideration by the Committee.**

**Item 35 Membership and Race Fees for Season 2020 - 2021:** The Commodore stated the Club needed to review its Membership and Race Fees structure for the 2020 – 2021 Season. The Commodore opened the discussion by stating he had reviewed the Club's income and expenditure for FY 2019/2020 (April 2019 to March 2020) and found the total club operational income (excluding grant funding) was \$39,009.23 and the total club expenditure (excluding grant expenditure) was \$43,912.40, leaving \$4,903.17 of expenditure to be covered by other income sources. For the same period the Club's canteen provided a gross profit of \$18,619.16, which more than covered the shortfall of \$4,903. Based on this the Commodore recommended both Club Membership and Race fees for season 2020 – 2021 remain unchanged from last season. The Meeting accepted the Commodore's proposal.

Patrick (MacGregor) had put a proposal to the Commodore (via email) suggesting the race fees, in addition to the full season, could be divided into Bay Series, Marathon Series, Ladies Series, and Crew Series, to attract boats who do not wish or cannot sail in every race or series due to other commitments, but would like to compete in something over the season without having to pay for a full or half season. Patrick further stated the club championship would only be open to boats who have paid the race fees for the four main series and marathon series, but a boat just sailing in a single series would be entitled to a trophy, should she win that series. The Commodore and Meeting thought Patrick's proposal was well worth considering for the new season, and proposed race fees for a single series would be set at \$10 per race e.g. a five race-series would be \$50, or a four-race series would be \$40.

Mick (Pilgrim) proposed the club consider introducing a casual sailing membership fee for crew that want to sail but can only sail infrequently, due to other commitments. The meeting thought this was another good opportunity for the club and after some discussion agreed to a \$5 Casual Membership fee. This would rely on the honesty of skippers to police, and casual sailing members would not be entitled to any trophy(s) at the end of the season. The Fees structure for Season 2020 – 2021 would be:

### **Membership Fees**

- Adult Sailing Membership \$90
- Casual Sailing Membership \$5
- Junior Membership (18yrs and under, and at school) \$60
- Social/Affiliate Membership \$30
- Family Membership (Two Adults and Two (Plus) Children) \$240

### **Race Fees – Saturday Competitions (Yachts and Catamarans)**

- Full Season - Up to 30 Races/Days Includes one (1) catamaran regatta, either Open or 14' cat. (entry fee only–no catering). Must be paid prior to 3<sup>rd</sup> October 2020. **\$140**
- Half Season Races – Post Christmas - from 1st January 2021. Must be paid prior to 16<sup>th</sup> January 2021. **\$100**
- Bay Series (Series 1, or 2, or 3) – Five races per series **\$50**
- Bay Series (Series 4) – Four races **\$40**
- Marathon Series – three races **\$30**
- Ladies Series – three races **\$30**
- Crew Series – three races **\$30**
- Club Members Daily/Casual Races – per day **\$10**
- Visitors Daily/Casual Races **\$15**

### **Race Fees – Wednesday Twilights**

- Full Season – 24 Races/Days. Must be paid prior to 7<sup>th</sup> November 2020. **\$120**
- Half Season Races – Pre Christmas (Phillip Sail Series) - 11 Races. Must be paid prior to 7<sup>th</sup> November 2020. **\$77**
- Half Season Races - Post Christmas Series (Cathy Maria Real Estate Series) - 13 Races. Must be paid prior to 30<sup>th</sup> January 2021. **\$91**
- Club Members Daily/Casual Races – per day **\$10**
- Visitors Daily/Casual Races **\$15**

### **Combined Saturday Competition & Wednesday Twilights**

- Discounted Payment of all Race Fees for the full season. Includes up to 30 Saturday and 24 Wednesday Races/Days. Must be paid prior to 6<sup>th</sup> November 2020 **\$210**

### **Race Fees – Saturday Competitions (Dinghies)**

- Full Season – if paid by 3<sup>rd</sup> October 2020 **\$70**
- Club Members Daily/Casual Races – per day **\$5**
- Visitors Daily/Casual Races **\$10**

**Item 36 Reintroduce BBQs after Racing on Saturdays:** Janet (Carr) proposed the club reintroduce BBQs after racing on Saturdays to encourage more members to come back to the clubhouse. Janet suggested having a BBQ, on the last Saturday of the month, to gauge its popularity. The meeting approved Janet's proposal

**Long Term Issues.**

**Review of the Club's Accreditation as an Australian Sailing "Discover Sailing Centre":**

The Committee will review the Club's accreditation as Australian Sailing "Discover Sailing Centre" after the 2019 – 2020 season.

**Renewal of Council Lease:** The Commodore had previously stated Council was still 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.

**Meeting Closed: 8.53pm**