

# Weiti Boating Club General Committee – Minutes

<b>Date and time:</b>	7 pm Tuesday 16 November 2021
<b>Held at:</b>	Zoom meeting
<b>Attendees:</b>	Kerry Davies, Warwick Lord, Peter Melvin, Bruce Cowan, Mike Long, Wayne Mills, Peter Wright, Alex Marshall, Don Wright, Ray Howarth, Malcolm Mitchell, Craig Mountjoy, Matt Otway, David Craig & Katie Clark. Colin Thrush joined the meeting 7.30 pm for half an hour.
<b>Apologies:</b>	Mark Seabrook & Brett McFarland
<b>Minutes of last general committee:</b>	<b>Proposed/Seconded:</b> <b>Ray Howarth/Malcolm Mitchell</b>

<b>Matters arising from the last Minutes that are not covered by an agenda item:</b>	
Updating the bar pricing and other ideas – David and Katie	Work in progress.
Live-aboard application from Wayne Swarbrick – Kerry Davies	Motor up and running, just waiting on final payment which should be the end of the month.
Credit card for Club Manager - Finance	Work in progress.
Email from Riccie Visser regarding incident at club – Warwick	Warwick to follow up.
Statement to members regarding matters arising from 2021 AGM – Peter Melvin	Peter Melvin still to do.
Bruce Cowan to go back to Accountant and recheck RSP calculations are correct.	Covered off in outwards correspondence.
Survey to send out to members - Finance	Colin Thrush joined the meeting and thanked everyone for completing the survey. Colin advised that he has streamlined the survey more after Alex's comments and ran through the updated survey. Colin asked if everyone could complete the survey again by this weekend. Kerry thanked Colin for all the work done on the survey, it was agreed to purchase a bottle of wine for Colin as thank you.

<b>Matters arising from the 2021 AGM</b>	
Live-aboard fees, a few members thought it was way too cheap.	Will be discussed when the committee can meet in person.

<b>Inwards Correspondence:</b>	
Email from Chris Casey - Sport and Recreation Facilities Investment Fund.	Katie advised that the club does not have enough community involvement to apply. Craig Mountjoy also advised the same. <b>Craig Mountjoy proposed that an email is sent to Chris thanking him for sending the email and it would not be worthwhile applying as the club does not have enough community involvement. Seconded by Bruce Cowan, all in favour.</b>
Email from Hepke van der Sluis - resigning from the committee.	Craig Mountjoy suggested next time the Flag Officers need to step in straight away with an email advising that you will call the person and take the email offline, that way the committee knows that it has been dealt with. Peter Melvin will draft a letter to send to Hepke. Kerry advised that we need to follow up with new members more and need more people on the social committee, Peter will address

Email from Mark Burt - resigning from the committee.	this and Katie to send out email. Wayne said that we should get back to face to face meetings as soon as possible. Katie will draft a letter to send to Mark.
Email from Mark Seabrook – looking at stepping down from the committee	Kerry Davies will call Mark to discuss.
Email from Ian Clouston AYBA.	Regarding the matter Kerry Davies raised at the AYBA AGM about the new biofouling rules.
Email from Mark Seabrook - meeting with a commercial diver that might be able to clean boats on club moorings.	Craig Mountjoy advised that we would need to see their H & S plan. Peter Melvin suggested that Katie contacts Mark and ask for their H & S plan and price list.
Invoice from Alexander Scrap Metals.	The club received \$173.00 for the ½ cradle.
<b>Outwards Correspondence:</b>	
Year Book.	Year book was sent to members start of October.
Letter to David Craig via email.	Advising live-abroad application has been approved.
Letter to Bob Fussell which was emailed, and hand delivered.	Letter advising his boat needs to leave the river by 9 November.
Letters to Matt Nicholls and John McArthur.	Letters accepting their resignations.
Thank you letters with a copy of the Year book.	Sent to advertiser and sponsors.
Email to Turnbull and Associates.	Letter confirming conversation with Gerrard 24/08/21 regarding the RSP calculations.
<b>Inwards/Outwards Correspondence:</b>	<b>Proposed/Seconded:</b> <b>David Craig / Mike Long</b>

<b>Resignations:</b> Stephen Bradford (S)	Owens Quiet Riot, member since 1999
<b>New Members:</b> N/A	
<b>Resignations/New Members:</b>	<b>Proposed / Seconded:</b> <b>David Craig / Malcom Mitchell</b>

### Sub-committee reports

#### **Flag Officers report – Kerry Davies to report**

##### Points raised by Wayne

- **Secretary needs to be part of the Committee**
  - Discussed - Bruce to do research
- **Request a meeting on site for all Flag Officers to look at concrete**
  - This is a Works matter - if Works request this and it is an education meeting - OK
  - *To be covered in Works but we covered*
    - Works have partly agreed with the Davis proposal for the concrete
    - Works don't approve of the additional filtration system

- Davis have been asked to price for the lot

- **Discharge consent due for renewal 2024**

- Katie has advised that the consent is in place until 2038, Wayne does not believe this is correct, Bruce to investigate more.

- **He suggests that there needs to be a Costing Committee**

- This could be an excellent idea
- It would be an adhoc committee to evaluate RoI for specific projects

Wayne advised that we don't have a proper Finance Committee, it is more of an executive committee. The Finance committee need to work on the finance side and be doing cost analysis which he can do. Kerry advised that they have taken on Wayne's suggestions and now have a Flag Officers meeting/report and a Finance meeting/report. Bruce advised that the cost analysis has been done in the past. Matt and Malcolm suggest that Wayne does the cost analysis, Kerry will talk to Wayne.

### Notes from Club Manager's Report

- **Haul Outs**

- On target for 130 haul out, most that have been done is 90

- **Bob Fussell** - gone by 9 Nov

Katie advised that Bob's boat has sunk on its mooring Sunday night, Bob has employed Hibiscus Marine and Storage to salvage the boat.

- **Christmas Leave**

- Glen will be on leave from 23 Dec to 17 Jan.
- Katie will be on leave from 23 Dec - 17 Jan and working 3days for the last two weeks of Jan

- **Filtration Plant**

- Maintenance Report
- Visit by Stormwater 360 – Satisfactory. Katie advised they will send a report.

### Live-boards

- Wayne's engine now working and full payment by end of month

### Vision Working Group Report

- The survey/questionnaire has been circulated with a request for you to complete it as a trial before the Meeting
- **Results**
- **Comments**

### Also Covered but covered in later reports or elsewhere in Agenda

- Large Shed
- 4 new jacks
- H&S Procedures for Level 3.2 & 2
  - Katie to send out new reminder of masks and distancing
  - Keep bookings for grids
  - Open ramp to public
- Correspondence
  - Letter to Murray Wilkinson - this is in process
  - Mark Burt
  - Hepke

**Accounts Receivable (as at 11 November)**

- Total outstanding \$12,537 (Ikenn = \$1,182)
- Nov (This month) \$1,010
- Oct (30 days) \$5,138
- Sept (60 days) \$2,457
- Pre Sept (90 days) \$3,932 (Ikenn = \$1,182)
- **Long term outstanding (over 60 days)**
  - Wilkinson \$641 30 days \$72 60 days \$434 >90 days \$135.2
  - Nick Elias \$426 \$290 \$136
  - Daniel Miles \$1,346 \$290 \$1,056
  - Roger Price \$556 \$556
  - Graham Russell \$290 \$290
  - Wayne Swarbrick \$567 \$290 \$278
  - **Notes**
    - Elias will pay half balance on 16 Nov
    - Daniel Miles - has been difficult to get hold of - Kerry following up
    - Murray Wilkinson - Warwick following up
    - Roger Price - has paid membership and part mooring. Will pay balance by Christmas. Will in future pre-pay by drip feed over the year.
    - Wayne Swarbrick
      - Kerry has followed up
      - Will complete payments by end of month
    - 1 Member is on a plan but will complete by Jan
    - Stephen Greenwood trickle pays
- **Should the Club Implement the Payment Policy and start charging interest?**
  - Katie has spent a huge amount of time following up late payers
  - Now the Flag Officers are spending time on this
  - Is this the best use of our resources?

**Profit and Loss Actuals vs Budget April- October**

- see P&L circulated by Louise
- Additional Financial Reports - outputs sent by email

**Bank Balances**

- As at 12 November
  - Cheque \$36,559
  - Term investment \$150,890 increased by \$50,000
  - Simple Saver \$187,853
  - Pile Fund \$59,437

**Balance Sheet (for end of October)**

- See report sent by Louise - the Term Deposits have still not been actioned by the bank
- |                | April     | May       | June      | July      | August    | Sept      | Oct       |
|----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| • Cash         | \$116,256 | \$99,885  | \$93,551  | \$72,241  | \$184,018 | \$259,985 | \$266,924 |
| • Pile Fund    | \$88,905  | \$90,909  | \$92,913  | \$94,916  | \$96,921  | \$55,432  | \$57,434  |
| • Term Deposit | \$100,484 | \$100,484 | \$100,484 | \$100,484 | \$100,484 | \$100,889 | \$100,889 |

### Progress with Bank

- Katie has applied for the Pre-pay Credit Card
- I have followed up regarding the setting up of the new accounts
  - **Beneficial Owners -**
    - Previous Beneficial Owners Evelyne and Mike.
    - Recommend **Kerry and Warwick** be appointed.
  - *(For clubs and societies, the beneficial owners may include: • the president, secretary and treasurer, • current committee or management team, and • other members with effective control of the club or society)*

### Louise Being away

- Seems to be working

### Audit of Purchasing Process

- I have checked June and Sept but Feb and April invoices still with accountant

### Monthly stocktakes to order supplies for next month

- PAC for Filtration \$532.45 OK
- Jacks

### Modification of Mooring and Membership Invoices

- Completed

### Resurgent Support Funds

- Letter confirming conversation with Gerrard 24/08/21 - outgoing correspondence

### Account balances as 07/11/21

Chq \$34,098.36

Online saver \$187,852.60

Pile saver \$59,437.10

Term deposit \$150,889.47

<b>Finance Report tabled &amp; approved:</b>	<b>Proposed/Seconded:</b> <b>Malcom Mitchell / Bruce Cowan</b>
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<b>Payable list approved to be paid:</b>	<b>Proposed/Seconded:</b> <b>Matt Otway / Malcolm Mitchell</b>
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### Social

No social report, Family Christmas Party will be discussed under General Business and need more people to help with the social committee.

### Sailing – Don Wright to report

First cruising race cancelled due to weather, second race was a day race to Rakino, not much wind. Male/female race had 11 entries, 9 starters and 8 finishers. Singled handed race had 8 racers

### Works – Warwick Lord to report

- Matt and Warwick had a working bee and started fixing the plumbing under the clubhouse.
- Hardstand needs more acrow props. Alex suggested buying 16, Warwick advised that they are working out which sort that they need before purchasing. Craig Mountjoy suggested buying a few to get through the rest of the year. Warwick Lord proposed that the club spends \$500 on new acrow props, seconded by Matt Ottway, all in favour.
- Agitated pump needs to be installed
- Warwick advised works have partly agreed with the Davis proposal for the concrete. Works don't approve of the additional filtration system, Davis have been asked to price for the lot

- Wayne advised that he can't find a water blaster that will use salt water and looking at where the old concrete can be put. Wayne is speaking with Jim at ISW on Thursday. Warwick and Mike would like to attend the meeting.
- Mike Long raised concerns that the system does not need any more catch pits and if there is a cost for the schedule.
- Craig Mountjoy advised that we can get Davis to do the schedule and there is still time to work out what kind of catchments we need
- Wayne advised that there is no cost for Davis to do the schedule
- Bruce Cowan advised the works committee that the concrete can't go ahead until the haulage system has been sorted out and should be focusing on this instead.
- Peter Melvin proposed that the club goes ahead and gets the schedule done at no extra cost for the club, seconded by Matt Otway, all in favour

**Health & Safety – Warwick Lord to report**

Nothing to report.

<b>General business:</b>	Key Points
Family Christmas Party – Kerry Davies	Craig Mountjoy suggested the Xmas party be about the Children this year. It was decided to send out a survey to see if club members wanted a Christmas Party and find out how many people would be coming and if they are vaccinated or not, then make a decision.
Date for next General Meeting	It was decided to move the General Meeting a week early to Tuesday 14 December.

**Meeting closed at 10.20 pm**

**Next meeting Tuesday 14 December**