

**BALMAIN SAILING CLUB  
MINUTES OF COMMITTEE MEETING**

**TUESDAY, 19 APRIL 2007 @ 6:30pm**

**Present**

David Stenhouse (Chair), Erica Kirby (Minutes), Steve Prince, John Blair, Graham Hamilton, Arthur King, Neil Hamilton, Tommy Richardson

**Apologies**

David Blackwell, Brett Pelham, Tim Ford, Alan Clark

**General Business**

1. Minutes of the March 2007 Committee Meeting

Minutes of the previous Committee meeting were accepted unanimously on the motion of Arthur King, seconded by John Blair.

**Matters for Discussion**

2. Liquor License

David Blackwell sent a report which was read by David Stenhouse. He reported that he had the documents to transfer the Liquor License and apologised for the delay in completing. He reported that Brett Pelham had expressed concern that he is taking on a substantial personal liability if breaches of the act occurred. To counteract this, David Blackwell proposed a motion that he obtain a general indemnity deed where the club indemnifies Brett Pelham against any claim or fine imposed. This deed would cost around \$300 to prepare.

The committee did not pass this motion and Arthur King proposed a new motion that the committee write a letter of assurance to Brett Pelham indemnifying him for any fines incurred as a result of his work as Licensee. Seconded by David Stenhouse. Motion was passed with seven for and one against.

DB

David Stenhouse asked the committee to ensure that the transfer application be lodged by Monday 23 April.

DB

3. Deck Repairs

David Blackwell sent a report which was read by David Stenhouse. He has spoken with Patterson Britton & Partners after reviewing their report. To seek funding it is important that we can present a professional and reliable program for the management and cost control of works.

David Blackwell proposed a motion to obtain a proposal/fee quote to engage Patterson Britton & Partners to undertake the following:

- Preparation of documentation of required works including plans and specifications
- Tender preparation and tendering of works
- Review of tenders and selection of contractors (in consultation with the committee)
- Supervision of works and formal certification of completion

Motion was seconded by David Stenhouse and passed unanimously by the committee.

DB

Graham Hamilton suggested this work gives the club a chance to completely redesign the deck, perhaps removing the ramp and using the pontoon for launching dinghies.

4. Place of Public Entertainment (POPE) – Building Repairs

To be discussed at the next meeting.

DB

5. Legal Advice on the Place of Public Entertainment

To be discussed at the next meeting.

AK

6. Risk Management

Neil Hamilton suggested Tuesday 1 May for an evening meeting on the Risk Assessment. This meeting would be chaired by Neil Hamilton. Neil will also draft an all-club email to invite members to attend.

NH

7. New Club Secretary

Arthur King offered to be the interim secretary until the next AGM in July. Seconded by David Stenhouse. Motion passed with seven for and one abstained.

8. Outstanding Returns to Department of Fair Trading

James Stewart had handed over the returns which needed to be completed and sent to the Department of Fair Trading along with the financial results going back to 1999. James Stewart emphasized the urgency of these returns. Arthur King agreed to report on this issue at the next meeting.

AK

9. Club Commercial Meeting

David Stenhouse to write a letter to NSW Maritime to request an update on the status of the transfer of the commercial mooring.

DS

10. Purchase of a cash register for the bar

Tommy Richardson to inform Brett Pelham in regard to cheap cash registers.

TR

11. 2007/2008 Membership/Race Fees and Forms

Erica Kirby showed the committee the new forms for the next membership year. Neil Hamilton proposed a general increase of 5% (rounded up) to all membership and race fees. Seconded by John Blair. The motion was passed with five for and three against.

EK

12. Insurance

Arthur King told the committee that the new red rescue boat was not currently insured. The committee agreed that Arthur King insure both rescue boats, altering the insured value if necessary.

AK

Arthur King also told the committee about the availability of director's liability insurance.

## **Reports**

13. President

No report.

14. Secretary

No report.

15. Treasurer

Arthur King presented the year-to-date Profit & Loss Statement to the committee.

16. Membership

No report.

17. PR & Sponsorship

Steve Prince reported that he was currently preparing a sponsorship document for the purpose of obtaining sponsors for the new racing year.

SP

18. House Captain

Graham Hamilton reported that he had agreed with Watts Waste that all rubbish and recycling be collected on Monday mornings at 9am. This was to ensure that neighbours were not disturbed early in the morning.

Graham Hamilton also suggested that the twilight food concept for next year's twilights be rethought closer to the time.

19. Building Captain

No report.

20. Social Captain

Tommy Richardson reported that the Presentation Evening had been a big success. Arthur King reported following figures:

- Sale of Tickets                      \$4,354
- Expenses                              \$3,700
- Bar Sales                              \$2,300

A discussion was held on the unexpectedly low bar sales. It was agreed that one reason may have been the presentation of alcohol as prizes.

21. Commodore

David Stenhouse reported that the Sailing Committee had met on Monday 16 April. He also told the committee that the Alan Clark, the Cruising Captain was planning four cruising dates starting in June.

David Stenhouse reminded the committee that plaques for all prize winners would be engraved on request only.

22. Regatta Captain

Steve Prince told the committee that he would be writing an article on the regatta for Undercurrent and would hold the first regatta meeting very soon. He was already looking for sponsors for the Regatta.

SP

23. Bar Manager

No report.

**MEETING CLOSED**

The meeting closed at 7.58pm.

**NEXT MEETING**

The next meeting will be held on Tuesday 15 May 2007 at 6:30pm.

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Signed by President

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Signed by Secretary