

2023-24 Balmain Sailing Club Management Committee Meeting Minutes.

Date and time of Meeting: Wednesday 17 July 2024 6pm

Location : Balmain Sailing Club.

Type of Meeting : Management Committee.

Attendees: Campbell Reid (CR), Ed Tacey (ET) Geoff Watkins (GW), Ray Miller (RM), Sharon Harvey (SH), Colin Grove (CG) Chris Price, Chantelle Hodgson(CH) ,David Stenhouse (DS)

Apologies: Nil.

Secretary/Minutes: Colin Grove

The meeting commenced at 6.pm

- The minutes of the BSC Management Committee Meetings of 6 June 2024 were approved without amendment.
- CG advised that the items to be discussed would be by exception only as CR wished to discuss as a priority the Annual Report to be presented to the AGM commencing at 7pm that evening.

ACTION ITEMS ARISING FROM THE PREVIOUS MEETING:

- CG provided an update on the wall that is leaning over near the entrance to the sailing school. He advised that he has been working closely with the Inner West Council and the adjoining owner on identifying the most practical and economical ways in which to address the problems.
 - Council has advised that they were committed to providing a solution for the problem with an onsite meeting scheduled for Monday 22 July 24 to which Colin Grove and Simon Oliver will attend.
 - CR advised that there was no further action needed in respect of a letter that BSC received from the solicitors acting for the architects and developers of the Woolwich Marina development setting out the next legal steps in the matter.
 - CG advised that the clubs insurance policies fell due on 30 June 2024 and had been renewed following the approval of a circular resolution seeking the managements committee's approval to the renewed policy proposal.
 - SH advised that she had commenced review out current insurance cover for events and hall hire.
 - CG advised that the response to the request for members to renew and pay fees prior to 30 June 2024 has been pleasing and the winner of the \$250 voucher for a meal at the Dry Dock Hotel will be drawn at the AGM
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MATTERS FOR DISCUSSION AND DECISION :

- CR noted that Treasurer Ed Tacey and Director Chantelle Hodgson had not renominated for the committee and as this would be their final committee meeting thanked them both for the major contribution, they had made to the club during their many years of valuable service on the committee
 - CR discussed the recommendations set out in the 2023 / 2024 Annual Report in respect of the section (page 15) headed "**Course Setting for 2024 and Beyond**". The committee approved CR seeking the endorsement to the contents and recommendations at the AGM.
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Club Managers Report:

Since taking annual leave from the 17th of May until today....

Hall Hire

Thursday and Saturday Yoga classes up until 20th of June (resuming 1st of August).

- *Wedding on the 25th of May.*
- *40th Birthday party on the 26th of May.*
- *Adventure Camp 15th, 16th and 17th July.*
- *Respond to ongoing email and telephone inquiries and arrange site inspections with potential hirees.*

Sailing

- *Friday Afternoon Series races x 10.*
- *West Harbour Winter Series races x 5.*
- *BSC Dinghies Winter Series races x 4.*
- *Ensure that all dinghy entrants into the Winter Series had paid an entry fee.*
- *Prepare full 2024-25 draft sailing calendar and circulate to committee and stakeholders.*
- *Finalise full 2024-25 sailing calendar and circulate to all members and sailing clubs.*
- *Update Race Entry Fees and prepare updated online entry system for the 2024-25 season for Yachts, Dinghies and the Balmain Regatta.*
- *Prepare and submit 2024-25 season 'Sailing Event Notification System' ('SENS'), our Aquatic Licence, to TfNSW and stakeholder organisations and clubs (Navy, NSW Parks & Wildlife, Sydney Ports Authority, Sydney Harbour Trust, Water Police).*
- *Publish 2024-25 SENS documents to the BSC website.*
- *Publish updated 2024-25 season race fees to website.*
- *Coordinate two 'protests' that did not progress to a hearing (Krakatini V Conquista, and, Pistol Dawn V Rush TT).*

Membership

- *As of 17.07.24 we have received 169 membership renewals, including several new members.*
- *Set up 2024-25 season membership database, including updated membership and storage fees.*
- *Undertook several 'early renewal email campaigns.*
- *Publish 2024-25 season membership and storage fees to the BSC website.*
- *Update links for SailPass on the BSC website.*
- *Update 'Category 7 Safety Audit Form' on BSC website.*
- *Undertook audit of all kayaks, dinghies and sails and individually contacted all member/owners requesting payment of membership and storage.*

Balmain Regatta

- *Liaise with Michael Petrozzi and Campbell Reid regarding poster, 2024 promotion and SAVITZER sponsorship.*
- *Set up Try Booking entry system for the Work Boat convoy.*

- *Confirming that at least one water cannon boat will be available on the day of the Regatta.*
- *Update task lists for the 2024 Balmain Regatta.*

General Administration

- *Organise/Schedule staff (cleaning, bar, tender boat and BBQs) for all sailing events and Hal Hire Functions.*
- *Review insurances and amend pleasure craft details.*
- *Reconcile income XERO.*
- *Prepare Cash income summaries for bookkeeping.*
- *Investigate updated 2024-25 Awards Wages, make recommendations to Treasurer, and commence implementation of Staff Wages via Xero.*
- *Promote Annual General Meeting via emails and via Website.*
- *Create news stories (Sassy, Alcamy, AGM, Annual Report).*
- *Assist with annual reports.* D
- *Order new club burgees from Harry West Flags.*

Sailing School

- *Just one dinghy course since April.*
- *Sold one 'club laser' with proceeds (\$1,000) going to the sailing school.*
- *Organise mooring servicing.*

Looking forward...

- *Organise Magic 25 antifouling.*
- *Update all 2024-25 season sailing instructions.*
- *Produce and promote Balmain Regatta NoR.*
- *Schedule annual equipment audits.*
- *Schedule annual Skippers Briefing.*
- *Commence planning for the 2024 Balmain Regatta.*

FINANCE:

- Nil Report

INFRASTRUCTURE

- See report above re wall.

SAILING SCHOOL:

- Nil Report

SAILING

- Nil Report

REGATTA:

- Nil Report

RISK MANAGEMENT WORK HEALTH AND SAFETY (WHS):

Risk management plan, policy, incident plan & form have all been reviewed by SH & DS, with controls updated . A new safety ladder has been installed on the side of the pontoons.

GENERAL BUSINESS AND CORREPENDENCE: NIL

Meeting Closed at 6-30

Next Meeting: Prior to the AGM on 14 August 2024 **6-30 PM** in the Clubhouse

The BSC committee usually meets once a month on a Wednesday evening at 6.30pm to discuss and agree actions in respect of general club matters. If members would like to attend or wish have an item raised at the meeting, please email info@balmainsailingclub.com at least one week prior.

A question or concern may be dealt with before the meeting, if not, it can be added to the agenda if time permits, or to the following month if the current agenda is already full. All members are encouraged to access and read the Committee Meeting Minutes which are posted on the Clubs website .