

2023-24 Balmain Sailing Club Management Committee Meeting Minutes.

Date of meeting: Wednesday, 4 October 2023
Time: 6.30pm,
Location: Balmain Sailing Club

Type of Meeting: Management Committee
Secretary/Minutes: Colin Grove
Attendees: Campbell Reid (CR), Chris Price, (CP) Ed Tacey (ET) Ray Miller (RM) Sharon Harvey (SH) Chantelle Hodgson(CH) Colin Grove (CG),
{ David Stenhouse (DS)

Apologies :Geoff Watkins

The meeting commenced at 6.30pm.

The minutes of the BSC Management Committee Meetings of 6 September 2023 were approved without amendment .

ACTION ITEMS ARISING FROM THE PREVIOUS MEETING:

- **CR** advised that he was currently reviewing the basis on which the annual fee of \$12,075 payable to Australian Sailing is calculated having reference to the variations in the levels of fees paid by other sailing clubs like BSC. He will report back to the Committee at its next meeting in November 2023.
 - Installation of new dock : (See Managers' report below)
 - The Committee nominated Ruth Lawrence as the **She Sails** representative for BSC.
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MATTERS FOR DISCUSSION AND DECISION:

- Club Managers Report:
- MEMBERSHIP:
 - *Currently 165 members, slightly lower than for the same time for last year, but well above the year(s) prior. We can typically expect a new influx of membership payments once the Twilight Series gets underway.*
- FINANCES:
 - We have approximately \$85k in the bank. \$40k of which is cash held by debenture holders. Neil Hamilton being one of those, has generously donated his \$5k debenture holding towards the deck renovations, thus reducing the amount of member debentures to \$35k. The Committee thanked Neil for his donation.*
- SAILING:
 - *The Spring edition of the Friday Afternoon Series had good participation during racing and at post-racing bar and dinners. The Series was close and was won on countback by Susan Geary on Days Like This.*
 - *Participation in the West Harbour Spring Series has dropped off from last year with 22 entrants and we therefore have three divisions as opposed to four in previous years.*
 - *The Spring Main Harbour Race was sailed on the 17th of September 2023, with just 12 participants. The light conditions resulted in just four boats finishing, with Ed Tracey's Rush crossing the line in first place after a thrilling battle with Odyssey!*

- *The Pre-Christmas Friday Afternoon Series and the Pre-Christmas Twilight Series gets underway this Friday the 6th of October.*
- *As with our Sunday racing program, the number of entrants appears to be trending down, which seems to be the case at most clubs on the harbour. We organised a well-attended compulsory skippers briefing and have currently undertaken around 20 Cat.7 equipment audits, with thanks to Denis Speyer.*
- **INFRASTRUCTURE**
 - *The demolition of the remainder of the old timber deck was all but completed last week in readiness for the delivery of the new deck materials on Tuesday the 3rd of October. We are on-track to complete the new deck before a wedding on the 13th of October, and more importantly, before the Balmain Regatta on the 29th of October.*
 - *The club has purchased and installed a new ice machine. I had been researching ice machines for the club as opposed to having to continuously purchase bags of ice that are regularly used by members, and hall hirers, leaving the bar short of ice. I came across a brand-new machine on Facebook Marketplace that retails for \$2,900 and managed to purchase it for \$900. I had a local plumber install it – which he did as a donation to the club. The machine produces 15kg of ice per 24 hours and is a tangible benefit to members.*
- **BALMAIN REGATTA**
 - *Four pubs confirmed, awaiting confirmation from 15 others.*
 - *30+ historic workboats confirmed.*
 - *James Craig Confirmed.*
 - *10 Couta Boats Confirmed.*
 - *Svitzer & Cobden & Hayson sponsorships confirmed and invoiced.*
 - *Merchandise Ordered.*
 - *Medallions and prizes in stock.*
 - *Entry System Set up complete.*
- **FOOD & BEVERAGE**

Bar Sales are like-for-like with last year (if not marginally higher).
Food sales/profits are 30% up on last years' record income.
- **SAILING SCHOOL**

Sailing school income is down in the past two years.
Recommend implementing a campaign targeting residents via Facebook/Balmain Living.
- **HALL HIRE**
 - *Yoga classes are to increase from two days per week, to three days per week, with new classes on Tuesdays in addition to classes held on Thursday evenings and Saturday mornings. We have a three-day school holiday camp this week (Wednesday, Thursday and Friday).*
 - *There is a wedding on the deck and in the clubhouse on the 14th of October.*
 - *There is a 'Pub Choir' fundraising function at the club on Saturday the 21st of October.*
 - *A Children's Birthday function on the 15th of November.*
 - *A 40th Birthday on the 25th of November.*
 - *A Christmas Party on the 26th of November.*
 - *A Christmas Function on the 1st of December.*
 - *A Wedding on the 9th of December.*
 - *A Wedding on the 16th of December.*

There are several functions booked from January through March 2024.

SALE OF CLUB BRANDED MERCHANDISE:

- **CH** provided details and samples of merchandise as requested by the Committee, to assist in respect of the sale of Club branded clothing merchandise. A note will be sent out to all members setting out details of how members can purchase items.

CCTV SYSTEM REPLACEMENT:

- **DS** advised that he believed the Clubs existing security CCTV security was inadequate and suggested we investigate the installation of an updated CCTV system . **CP** has been able to identify a CCTV system the details of which he presented to the meeting. **CP** will provide costing at the next meeting for the committee to consider.

USE OF DECK FOLLOWING THE COMPLETION OF THE DECK RENOVATIONS:

- With the deck renovations nearing completion completing the Committee discussed the optimum use for the deck for the benefit of all members that will offer members a waterfront facility, not just for sailing, but also for socialising and events.
- The committee discussed converting the current oars room into a 'utilities room', with tables, chairs, umbrellas, cushions, ice making machine and more, available to members and their guests, establishing the deck as a social space where people can enjoy our unique, waterfront space.
- Over the next 6 months the committee will be putting forward for discussion with members concepts for the transformation and uses for the deck including the rationalisation of the area to bring to fruition the Clubs vision of improving members benefits.

FINANCE:

- See attached **P&L's**
- The Committee approved the placement of a list of 2023 – 2024 financial member be pinned on the notice board adjacent to the bar area.5
- **RM** advised of an opportunity to access a Commonwealth Grant of up to \$5,000 to cover the cost of specific items to be used by volunteers .The Committee agreed that we should lodge an application and initially nominate for a grant of funds for 6 PFDs ,as well as other items to be nominated at the time.
- **RM** also recommended that we apply for a grant of up to \$300,000 or lesser amount being offered by the NSW Government in November 2023 in respect of Capex items, the Committee agreed to nominate the requirement for new flooring in the main room, painting of exterior of the premises.
- However, as any major capital project must have a DA approved prior to the submission of an application, we would be unable to secure all relevant approvals prior to the closing date .
- Also discussed was the installation a toilet in the dingy shed ,noting we do not need a DA for this and that it meets the grants selection criteria.

INFRASTRUCTURE:

- The committee agreed that **DS** would be asked to form an Infrastructure Sub-Committee to assist with preparation and planning of designs and DAs for projects identified by the Committee.
- See Managers report re the repairs to the dock.
- Inner West Council have been written to ask that they remove the large gumtree, halfway up the stairs and the two trees that are contributing the retaining wall to lean over near the eastern deck. **CG** will follow up with Council.

SAILING SCHOOL:

(See Manager Report Above.

SAILING:

(See Manager Report above)

REGATTA:

(See Club Manager Report above as well)

RISK MANAGEMENT WORK HEALTH AND SAFETY (WHS):

- An Incident Management Plan, that all members should be familiar with is to be kept in the clubhouse. In addition, the race starters are to keep a permanent copy at the starting desk.
- The Committee agreed that in circumstances where the wind on the harbour side is/or is anticipated to exceed 20 knots per hour, no sailing school course must be undertaken.
- With the temporary removal of some decking, all members must not enter any clearly marked works areas on the deck.
- All members are to become familiar with the WHS document. A copy has been placed on the website and all members are strongly encouraged to read it and adhere to it.
- The current WHS document will be reviewed and updated over the next few months.
- **SH** advised that she had reviewed the existing Incident Management Plan and WHS document and has recommended several changes to both documents. She will update both documents in liaison with **DS**.

General Business/Correspondence:

Meeting Closed at 8 pm

Next Meeting:

Location BSC/or Video conferencing (details to be advised), Date: 6-30 pm 8 November 2023

The BSC committee meets once a month on a Wednesday or Monday evening at 6.30pm to discuss and agree actions on general club matters. If members would like to attend or 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 welcome to read the Committee Meeting Minutes. These are posted on the notice board in the club house usually on the next race day following a meeting and on the Balmain Sailing Club website.