

# 2020/2021 Balmain Sailing Club Management Committee Minutes

Date: Monday 10 May 2021 | Time: 6.30 pm | Location: Balmain Sailing Club

Type of meeting	Management Committee
Secretary/Minutes	Colin Grove

Attendees: Campbell Reid (CR) Alan Gregory (AG) Ed Tacey (ET) Mike West (MW) Ray Mills (RM) Chantelle Hodgson (CH) Colin Grove (CG),

- The Meeting commenced 6-30 pm.
- Apologies were received from Conrad Johnston and David Stenhouse
- The Minutes of the BSC Management Committee of 12 April 2021 were approved without amendment.

## ACTIONS ARISING FROM PREVIOUS MINUTES:

Members who lease space on the deck for their dinghies have been forwarded a proposal for consideration whereby the Club would in future provide up to 6 dinghies for use by members who would pay an annual fee for the use. A more detailed proposal will be circulated to all members for consideration prior to any implementation of any plan.

Club Manager David Stenhouse in his report made the following comments.

*"We need to make a decision with regards to moving forward with the tender boat storage.*

*That is, if we are to proceed with the proposal to have 5 or 6 club tenders, we need to decide the best way to administer their use and whether or not we will charge members, or provide them as a member benefit? Currently we are attracting \$5,000 per annum in tender storage.*

*I recommend removing the option for payment for tender storage from the 2021–2022-member database and suggest giving notice to remove the boats stored on the deck (and the oars stored inside). If there is reluctance on the part of the committee, then I recommend giving people 12 months' notice and allowing people to pay for ONE more year.*

*I am aware of at least 3 'Walker Bay' tenders that members are willing to donate to the club.*

## MATTERS FOR DISCUSSION:

- The Annual General Meeting will be held on Wednesday 21 July 2021 7pm BSC.
- CR tabled a report from Simon Oliver which set out a comprehensive review and audit of the clubhouse and surrounds and listed the various repairs and maintenance items needing attention.
- The Committee thanked Simon for this timely and comprehensive report and CR will ask Simon to prioritise the urgent items for consideration by the committee.
- Committee member Conrad Johnston whom is managing the DA for the construction of the pontoons and dock requested \$1500 -\$2000 as fees to pay Copley Marine for to assist in providing some of the documents required to support a DA with TNSW and IWC. This was approved.
- General discussions were held in respect of the following items:
  - Update on work boat race for the regatta.
  - Trophies for the presentation night.
  - Fundraising ideas.
  - Sponsorship ideas.
  - Email monitoring in the absences of the Club Manager.
  - Applications for State Government Community Grants.
  - Manager's remuneration.

## BSC Managers Report:

*“Last week, Australian Sailing shut down the ability for people to join the BSC for the 2020-2021 year based on our request on the 5<sup>th</sup> of May last year for them to allow us to set up the next years' database – and generate renewals. It has made setting up the registration system for the 2021-2022 season a priority!*

- *In conjunction with establishing the fees for the coming season see below – It is intended that SailPass as recommended in the report prepared by Alan Gregory for the February meeting be implemented.*

## Managers May report

### PRESENTATION NIGHT

*The date of the presentation night was changed to the 22<sup>nd</sup> of May – allowing more time to organise prizes and trophy engraving. Try Booking' has been set up for online ticket sales and as of today we have sold 57 of a possible 90 tickets. Alan Gregory has undertaken a massive effort, organising four years of trophy engraving*

*All prize recipients have been contacted to confirm shirt sizes and additional orders (28 options in terms of sizes and styles!). After confirming all orders and processing payments totalling \$3,950, sales of additional 'prize' shirts have subsidised the cost to the club of prizes to the tune of approximately \$1,000. (prizes will ultimate cost approximately \$500).*

*Entertainment has been booked and catering will be undertaken 'in-house', which will be considerably more cost effective.*

*We need volunteers to assist with:*

- *decorating the club and table setting Table allocation*
- *purchase and set up some lights to showcase the new deck*
- *Setting up the trophies and prizes/t-shirts consistent with the running order (alphabetic)*

I can prepare the run-sheet, excluding those not present reduce the presentation time.

## INFRASTRUCTURE – DECK

*I have asked Andy Duncan to measure up and prepare a price estimate to complete the remaining deck area so that it is consistent with the new deck. Excluding repairs to the timber piles – which are less of a priority.*

## SAILING

- *There are now 16 regular competitors in the Friday Afternoon Series 2.*
- *Members were surveyed in response to a proposal to commence racing at 3pm as an alternative to 1.30pm. The idea being to finish later to allow more members the opportunity to participate and also to explore the potential of a Friday Twilight style post-race dinner.*
- *We had 40 responses and on the basis of the responses, we issued an amendment to the sailing instructions to start later, at 2pm. We will further explore post-race food and beverage opportunities.*
- *The West Harbour Winter Series has attracted 68 entries. The first race got underway on Sunday the 9<sup>th</sup> of May. Half the entrants took part – likely due to it being Mother's Day, and the forecasted light winds*
- *We have produced prizes for the series and Greenwich Flying Squadron and Drummoyne Sailing Club have agreed to pay a third of the cost each and have been invoiced accordingly. Each club will contribute \$540+GST.*
- *I am currently setting up the 2021-2022 Sailing Season Calendar (in draft form to be presented to Committee), the online entry systems, the event notification system (replaced the 'Aquatic Licence') and Top Yacht race management system*

## SAILING SCHOOL

*Rig repairs have been undertaken on Kookaburra (~\$650) and the mast is ready to be put back onto the boat.*

*Since January 1, 2021 the Sailing School has taken \$15,764 in fees and is currently running at a profit of \$8,843 for the calendar year. Currently 3 courses have been set up with more to follow.*

### MEMBERSHIP & STORAGE:

*(refer to the EOFY report)*

### FOOD & BEVERAGE:

*Food and beverage income and profits have returned to pre-COVID levels.*

### HALL HIRE:

*Hall Hires have been the busiest ever! Since January 1, 2021 we have billed \$13.5k (excluding GST) as compared to our previous record for the same period in 2019 of \$7,650*

## **SPONSORSHIPS & DONATIONS**

*Since January 1, 2021 we have received \$7,210 in donations via the Australian Sports Foundation. Cobden & Hayson Real Estate Agents paid their 2020 Regatta Sponsorship and we received payment of the \$5,000 grant from Westconnex.*

*Woolwich Dock again sponsored by generously antifouling both Magic 25's 'in-kind'! I have been in discussions with Rozelle Physiotherapy who are keen to sponsor. Income from the Friday Twilight raffles returned to previous levels from January 1, 2021*

## **COMMUNICATIONS & MARKETING:**

*Several emails and Facebook posts promoting the Friday Afternoon Series, the West Harbour Winter Series and the 2021 Presentation Night have been undertaken with obvious effect in terms of entrants received and ticket sales.*

## **END OF FINANCIAL YEAR REPORT**

*March 31, 2021 marked the conclusion of the club's Financial Year, that being April 1, 2020 to March 31 2021. [pdf attached].*

### *Membership, Storage & Race Fees.*

- We had a record year in terms of revenue from Membership, Storage & Race Fees. \$106k, versus \$93k and a recent peak in the number of members (264). Without increasing fees!*
- I believe is attributable to the desire of people to actively pursue activities that didn't involve interstate or international travel (impact of COVID), and our successful efforts to engage with our members during this period (getting back to sailing and the sense of purpose with regards to urgent works to our decks).*
- Not to mention a busy sailing program that has been tailored to a broader group of members. Profits in this area are \$28k higher than the previous year.*
- The costs associated with racing were notably lower mostly due to not having produced race prizes (no presentation evening and running down existing stocks throughout the season). The annual Australian Sailing Fees are yet to show (approx.)*

### *Food & Beverage*

*Bar Sales were notable down compared to the previous year, however the bar ran more efficiently, meaning that profits from the bar were just \$2k lower than the previous reporting period. As with bar sales and efficiencies, revenue from Food Sale was lower than the previous year, however profits were actually higher than the previous year (which improved by almost \$8k on the year prior to last year). Profits from food are considerably greater when food is cooked in-house.*

### *Functions*

*Profits from functions – [previously VIVID and the annual Presentation Night], which were \$5k the previous year were nil this year due to COVID.'*

### *Regatta*

*The 2020 Balmain Regatta, despite being an on-water event only for the main regatta, generated a smaller profit than the previous couple of years. In Xero, profit currently indicates \$2.5k compared to \$8k the previous year and almost \$10k the year before that.*

*However, revenue from sponsorship from Cobden & Hayson Real Estate (\$3.5k) last year is recorded as 'Sponsorship' this year. Thanks to Mike West for assistant assistance with securing sponsors.*

*Comparing like-for-like, the regatta made \$6k.*

#### *Sponsorship*

*The notable difference in revenue from sponsorship was in the form of \$5,000 from WestConnex [thanks to Ray Miller for his efforts].*

#### *Hall Hire*

*Revenue from Hall Hire was \$12k, versus \$27k the previous year and mostly came from functions in the later part of the financial year as social distancing rules were eased.*

#### *Sailing School*

*After a considerable effort on the part of Alan Gregory, the appointment of Sailing School Principal Jeremy Sharp, the resurrection of the Magic 25, and the addition of a second Magic 25, the sailing school generated revenue of \$20k. Costs associated with re-accreditation and boat repairs mean that the sailing school made a small loss (\$700), however as a result of the investment the school is well positioned for a profitable year to come.*

#### *Summary*

*Overall, operating costs were lower this year resulting in an operational profit of \$32k compared to \$23k the previous year. Add to this government financial stimulus of over \$57k, the club made an Operating Profit of \$87k. Capital Works associated with demolishing the dinghy launching area of the deck and the repairs to the existing deck cost approximately \$118k, which was offset by donations from club members toward the project of approximately \$51k over the past 2 years."*

### **2021-2022 MEMBERSHIP & STORAGE FEES:**

**\*\*\*\*\*Following a full discussion regarding the rationale for a price increase the Committee unanimously endorsed the Club Managers recommendations as set out below. \*\*\*\*\***

- Please see summary of 2020-2021 Membership and Storage fees and the fees that I am recommending to the Management Committee to implement for the 2021-2022 Season as set out below.*
- It has now been 2 years since the Club had a fee increase. Last financial year, amidst the height of the pandemic the Committee agreed not to increase the fees. Hopefully all members appreciate the need for a modest increase in fees, particularly in light of the costs associated with the capital works to the club's deck that we have undertaken over the past 12 months.*

	2020-2021 [inc. GST]	2021-2022 [inc. GST]	Increase
Adult Membership	\$330.00	\$350.00	5.70%
Youth Membership	\$165.00	\$175.00	5.70%
Family Membership	\$550.00	\$600.00	8.30%
Life Membership	\$55.00	\$66.00	16.70%
Racing Dinghy Storage*	\$352.00	\$380.00	7.30%
Kayak /Paddleboard Storage*	\$220.00	\$250.00	12%
Sail Storage*	\$275.00	\$300.00	8.30%
<b>Tender Boat Storage*</b>	<b>\$275.00</b>	<b>\$300.00</b>	8.30%
*Must be a financial member			

## 2021-2022 RACE FEES

- *Please see the Racing fees structure for the 2020-2021 Season below. These fees were last increased for the 2019-2020 season. The 2020-2021 season saw the addition of the 'Pre, and Post-Christmas Friday Afternoon Series.*
- *My recommendation is that the fees remain unchanged for the 2021-2022 Season. My reasoning is that, of the clubs located in the western part of the harbour, we are the only one that charges separately for race fees and membership, thus making us by far the most expensive in the area.*
- *In addition, the overwhelming majority of competitors participating in BSC races come from the western part of the harbour, the fact that we are the only club in the western part of the harbour that can enable 'casual entries', and entries from non-BSC members into our racing program (aside of the combined club races) which adds considerably to the number of boats participating at the club*

		Member	Non-Member	Casual Entry	Casual Entry
				Member	Non-Member
<b><u>END</u></b>	<b>Block' Entry Fees</b>				
	Friday Afternoon Series Block Entry [Series 1, 2 & 3]	\$220.00	\$275.00		
	Pre-and-post Christmas Friday Afternoon Series Block Entry [Series 1, 2]	\$220.00	\$264.00		
	Annual Block Entry Excluding Friday Afternoon Series & the Balmain Regatta	\$495.00	\$660.00		
	Annual Block Entry – all races excluding the Balmain Regatta	\$660.00	\$792.00		
	<b>Non-Series Race Fees</b>				
	Friday Afternoon Series 1	\$99.00	\$132.00	\$22.00	\$22.00
	Friday Afternoon Series 2	\$99.00	\$132.00	\$22.00	\$22.00
	Friday Afternoon Series 3	\$99.00	\$132.00	\$22.00	\$22.00
	Pre-Christmas Friday Afternoon Series	\$121.00	\$165.00	\$22.00	\$22.00
	Post-Christmas Friday Afternoon Series	\$121.00	\$165.00	\$22.00	\$22.00
	West Harbour Spring Series	\$110.00	\$132.00	\$22.00	\$33.00
	Pre-Christmas Twilight Series	\$165.00	\$220.00	\$22.00	\$33.00
	Post-Christmas Twilight Series: Members	\$165.00	\$220.00	\$22.00	\$33.00
	West Harbour Summer Series	\$110.00	\$132.00	\$22.00	\$33.00
	West Harbour Winter Series	\$110.00	\$132.00	\$22.00	\$33.00
	<b>Non-Series Race Fees</b>				
	Main Harbour Race	\$22.00	\$33.00		
	Autumn Islands Race	\$22.00	\$33.00		
	Parramatta River Pursuit Race	\$22.00	\$33.00		
	Balmain Regatta	\$55.00	\$55.00		

**OF**

## **FINANCES:**

\*\*\*\*\*See attached End of Financial Year Report (EOFY)

## **REGATTA**

- The Committee discussed planning for the event, and in an effort to assist the Club Manager with the event and also to encourage more volunteers to participate it resolved to form a sub-committee of the Management Committee to work with the Manager to help with the organization of the event.
- The Regatta will be held on the weekend of Saturday 30 October- Sunday 31 October 21.
- CR advised that he had met with Mike Petrovick of the Working Boats Association re its interest in being involved in the Regatta, they would have 20 of the Association vessels take place in a parade on the Sunday and this along with the Couta Boats.
- The Pub Challenge and the usual regatta activities would be a very valuable contribution to the Regatta Weekend .

## **INFRASTRUCTURE**

CR advised that the existing gate between the deck and the pontoon will be replaced with new gate in order to make it easier for dinghies to access the pontoons.

Andy Duncan has been asked to measure up and prepare a price estimate to complete the remaining deck area so that it is consistent with the new deck. Excluding repairs to the timber piles – which are less of a priority.

## **SAILING ACTIVITIES and SAILING SCHOOL**

\*\*\*\*\*See Club Managers report above. \*\*\*\*\*

- The Committee requested that there be more visibility and communication with it in respect of the scheduling of courses ,details of student applications and regular financial up dates.

## **RISK MANAGEMENT WORK HEALTH AND SAFETY: (WHS)**

- Due to a deterioration in the side steps leading down to the deck access to the stairs has been temporarily closed off and access will for a short period be via the park and the deck until the stairs are replaced or repaired.
- With the temporary removal of decking all members must not enter the clearly marked works areas in front of the boatshed.
- All members are to become familiar with the WHS document and as well a copy has been placed on the website and all members strongly encouraged to read it and adhere to it at all times.
- An Incident Management Plan, which all members should be familiar with is to be kept in the clubhouse at all times, as well the race starters are to keep a permanent copy at the starting desk.



**General Business/Correspondence:**

(Nil)

**Meeting Closed at 8-10 pm.**

**Next meeting: Location BSC Date: 7 June 21 Time: 6.30 pm**

*The BSC committee meets once a month on a Wednesday/ or Monday evening(630pm) to discuss and agree actions on general club matters. If members would like to attend, or have an item they would like raised at the meeting, please email [info@bal mainsailingclub.com](mailto:info@bal mainsailingclub.com) at least a week before. 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.*