

# 2019/2020 Balmain Sailing Club Management Committee Minutes

**17 June 2020 | 630 pm Meeting held BSC/Telephone Hook-Up**

Type of meeting	Management Committee
Secretary	Minute taking Colin Grove

Attendees: Campbell Reid Alan Gregory (AG), Ed Tacey (ET), Conrad Johnston (CJ), Ray Miller (RM), Colin Grove (CG), David Stenhouse (DS) BSC Manager

Apologies: Kathryn Underhill (KH), Mike West (MW)

Meeting commenced 630 pm.

Apologies noted as above.

The Minutes of the BSC Management Committee of 15 April 2020 were approved without amendment.

## **Action Items arising from previous minutes:**

- It was agreed that the Club would no longer pursue a loan from Australian Sailing as the terms and conditions had varied from the original proposal and were now considered to be unfavourable.
- With the current debenture issue having expired the previous debenture holders have been sent a note enquiring as to whether they wished to take up a further debenture issue for a 2-year term at 4% per annum, to date the response has been encouraging.
- Alan Gregory has produced a summary of initiatives taken by overseas sailing clubs to encourage new members and these are attached to these minutes.

## **Management:**

- It was noted that the AGM is usually held in July , however due to a number of reasons mainly due to the Covid 19 restriction's the AGM will now be held on Thursday 10 September 2020 commencing 7pm sharp , light catering will be provided on the evening full details will be provided well before the meeting date.

- It was agreed that there will be no Presentation Night this year, however a list of winners will be available in the Clubhouse following the first twilight race in October.
- It was noted that a trophy cabinet has been approved and will be completed and installed as soon as practicable.
- The Secretary CG was authorised to renew all insurance policies currently due for renewal.

### **Club Managers Report:** David Stenhouse

From the outset of the **Covid19 pandemic** BSC responded by initiating the cessation of racing and social activities at the BSC [prior to announcements made by Australian Sailing].

In May, we attempted to engage with our members in a creative and meaningful way in recommencing sailing in an informal manner that conformed with social distancing rules for the Friday Afternoon Series – however, despite having sought advice from RMS and the Marine Area Command that indicated that we were acting in a responsible, safe and lawful manner, in response to pressure from Australian Sailing, we cancelled this initiative (people chose to sail regardless!).

I estimate that the **financial impact of Covid19** to date is a decrease in profits of approximately \$19,000.

However the reduction in profits have been largely mitigated by the NSW Government's \$10,000 small business grant, the Job Keeper program the ATO rebates (BAS/PAYG) and the reduced operating costs including no prizes purchased for the annual presentation evening (~\$5k last year), no cleaning and garbage costs, no rescue boat drivers, fuel etc.

On Friday the 5<sup>th</sup> of June we organised Race 1 of our 2019-2020 Season's '**Friday Afternoon Series 3**'. We have had a record number of competitors (25) for the series. Unfortunately, just 8 competitors managed to finish the race due to light winds. A relatively small number of members returned to the club after the race.

In support of Public Health guidelines, hand sanitiser was made available at the entrance to the club, members were required to mark their name off a member list at the entrance to the club to allow for contact tracing.

Seating was arranged to ensure 1.5m distance between members and no more than 1 person per 4 square meters was allowed. The bar area was cordoned off so that one person could be served at a time. Skippers have been advised that they need to keep a log of the crew on their boats.

Having consulted with stakeholder clubs (DSC, GFF & PRSC), the **West Harbour Winter Series** commenced on the 14<sup>th</sup> of June. There are four fortnightly races

remaining in the series and we have approximately 65 entrants. Our **Dinghy division Winter Series** Sailing Instructions and entry lists have been posted on the club's website

I have put in place our 2020-2021 Season membership database, the Top Yacht Entry System, the annual Sailing Calendar (consulting all other clubs in the western harbour) and prepared and submitted our annual 'Sailing Event Notification' (formally our Aquatic License). After an initial '*renew your membership*' email notice, as of today (16.06.20) we have 53 paid up members for the forthcoming year (\$22k).

### **Club infrastructure.**

Following on from the March 11 Committee Meeting when approval was given to urgently demolish the launch ramp and dock area at a cost of \$58k. I since initiated contact with Polaris Marine who have now completed the job at a cost of \$35,585.

In my view we need to start planning for the refurbishment of the remainder of our deck. This includes:

- Encase the existing concrete (10) and timber (15) pylons that support the deck
- Remove old decking, bearers and joists and replace with new, utilising club labour

We also need some formal quotes from Walcon for the supply and install of approximately 4m x 10m floating dock at right angles to the existing main arm of the dock, in the water across the front of our deck utilising the new pylon. This will result in a safe dinghy/kayak/tender launching facility that will also be safe to launch dinghies for kids.



### **BSC Paddle Division**

I have been researching the viability of forming a paddle division.

The dinghy shed and clubhouse are underutilised. We have our usual Friday and Sunday Sailing programs, intermittent Hall Hires and Sailing School operations. By introducing another regular activity that engages with a larger number of people in our community who can use our facilities and in turn generate increased revenues

we can further invest in improving our facilities and strengthening our viability.

By removing the old / unused sailing dinghies from the club's shed and reconfiguring the storage space, we can offer storage to potentially 40 kayaks.

Currently people who store their kayaks (presently around 8) are required to be members (\$330) and pay \$220 for annual storage. To draw some comparisons, to store a dinghy or kayak in an open space public dinghy rack is \$300 for the application and \$200 p.a. for Balmain rate-payers and \$300 p.a. for non-rate-payers.

At Birkenhead Point it is \$900 p.a., they have 60 racks and they are FULL!).

If, in the first year we can build a fleet of 30 paddlers that include 20 new members, each paying storage fees, we would generate an increase in revenue of \$11,000 p.a. believe that we can organise a weeknight twilight style paddle (time trials/learn-to-paddle) and a BBQ and/or early morning paddling training sessions

This is likely to appeal to several of our existing members as well as to many more locals and has the potential to add to our food and beverage sales.

I initiated a meeting last Friday with Tony Hystek, a director of Paddle NSW, to discuss the viability of establishing this initiative and how to set it up at the BSC. Tony's wife is President of the Lane Cove Paddle Club. They are both very excited about establishing a paddle group at the BSC and emphasised that we should limit the type of kayaks to be stored so that groups can train for broader paddle competitions (local, state and national).

The **Sailing School** needs kick-starting. We need someone who is prepared to head it up I suggest an all-club member email calling for people to form a Sailing School Sub-Committee, the Magic 25 has been antifouled and is ready to go. The second Magic 25 needs an investment of around \$8 to \$10k to make it functional as a second sail training boat.

**2020 Annual General Meeting** and current committee members need to decide if they will stand for re-election for the 2020-2021 season.

When a date for the AGM has been decided by the Committee, I propose that an email is prepared with the accompanying Notice of Annual General Meeting from the Secretary and Nomination Forms reminding members that their fees are due, calling for Committee members and volunteers to form sub-committees as follow:

- Sailing School Sub-Committee
- Balmain Regatta & Pub Challenge Sub Committee
- Paddle Division Committee
- Social Committee
- Building & Infrastructure Sub Committee

Working Bees

Building Maintenance

- Race Committee
- Race Director
- Dinghy Captain
- Yacht Captain
- Protest Committee Chairperson
- Race Starters
- Safety Officer (lead Safety Audits)

The **2020 Balmain Regatta** is just 4 and-a-half months away. As with last year I propose that we have a Twilight Race on Friday the 23<sup>rd</sup> of October, the Pub Challenge on Saturday the 24<sup>th</sup> and the main Regatta on Sunday the 25<sup>th</sup>.

The Couta boats that raced last year are keen to make their Balmain Regatta a three-day program (Friday through Sunday) – and I think we should support this. The priority now is to come up with some marketing collateral. Do we need a theme? Perhaps a specific Pub Challenge logo, entry fees should remain unchanged (Yachts \$55, Pubs \$880).

I will prepare/update the Notice of Races. The entry system has been set up already and can be posted online as soon as the NOR is complete

Other:

- **NBN** has been cabled to the premises and I have set up an unlimited Telstra broadband account. I have ordered a modem. Once received technicians will come to the club to install

## **FINANCES:** Ed Tacey Treasurer

As advised in previous 2 meetings the expected COVID shutdown as proven to remove all operational revenues from the Club's financials.

Sailing school, Hall hire, Bar and Food are close to zero for the past 2 periods.

The registration of the Club for Job keeper a long with the Federal and State govt stimulus packages have gone a substantial way in offsetting this loss of revenue due to operational shut down.

As at 17 June 20 the Club holds 87 K at bank (all figures are rounded to the nearest 1000)

Below I present the expected cash flow projections for the coming quarter which will see a diminished but hopefully steady return to club operations and related revenue streams.

This upcoming quarter is when the bulk of membership fees are collected along with annual race entry.

This period also carries some significant one offs as well such as Pontoon part 2 payment for the deck removal along with YA fees and the annual insurance policy renewals.

As per the last meeting the club will be paying out the \$40 K member funds retained 2 years ago and I am anticipating a new small scale offer returning a minimum of \$30 K to as an cash flow support mechanism should the need arise when the various Covid 19 stimulus programs end in September 2020.

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	<b>Cash Bank</b>	\$87,000	
	Ponton 2	18000	
	Member Funds Out	40000	
	Member Funds in		30000
	Job Keeper		16000
	Membershi p		44900
	Projected Misc Exp	23000	
	Insurance	20000	
	Misc	10000	
	YA Fees (project 5600)	5600	
	Hall Hire		3000
	Bar Profit		1500
	Projected Cash at bank Oct1	<b>\$65,800</b>	<b>\$116,600</b>
			<b>\$ 95,400</b>

**IT Systems (Nil Report)**

### **Sailing:**

Friday afternoon racing commenced on 5 June 20 and the West Harbour combined Winter Series commenced on 14 June 20 (see also Club Managers report above)

**Sailing School:** The committee is keen to get the Sailing Club up and running and will encourage members to undertake sailing instructors' courses subsidised by the club with successful graduate instructors expected to commit to an agreed number of days to train students.

**RISK MANAGEMENT/ WORK HEALTH AND SAFETY:**

- The Committee noted AG has now completed a Risk Management Plan for BSC and the committee thanked him for the work he put into completing it.
- All Committee members are to become familiar with the document and as well a copy will be placed on the website and all members of the club encouraged to read it and adhere to it at all times
- AG has also completed an Incident Management Plan which all members should be familiar with a copy is to be kept in the clubhouse at all times and the race starters should have a permanent copy beside the start desk.

**Regatta:**

See Club Managers comments above, which were endorsed by the committee.

**Infrastructure:**

See Club Manager comments above re the successful demolition of the launch pad and dock area .The committee thanked DS for the excellent work in having the dock demolished in a timely manner and at a cost well below original estimates.

The committee also discussed a proposal to supply and install floating dock with dimensions of approximately 4mx10m (see attachment) float at right angles to the existing main arm of the dock, in the water across from the front of the existing deck utilising the new pylon. Informal quotes of around \$67K plus GST have been received from Walcon for the works and this will be further explored when funds are available.

**General Business/Correspondence:** Nil

**Meeting Closed 8 pm**

*The BSC committee meets on the first Wednesday of each month to discuss and agree actions on general club matters. If members would like to attend, or have an item they'd like raised at the meeting, please email [secretary@bal mainsailingclub.com](mailto:secretary@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.*

**Next meeting: 630 PM BSC 22 July 2020**