

2019/2020 Balmain Sailing Club Management Committee Minutes

22 July 2020 | 630 pm Meeting held BSC/Telephone Hook-Up

Type of meeting	Management Committee
Secretary	Minute taking Colin Grove

Attendees: Campbell Reid (CR) Alan Gregory (AG), Ed Tacey (ET), Conrad Johnston (CJ), Colin Grove (CG), Kathryn Underhill (KH), Mike West (MW)

BSC Manager David Stenhouse (DS)

Apologies: Ray Miller (RM)

- Meeting commenced 6-30 pm.
- Apologies noted as above.
- The minutes of the BSC Management Committee of 17 June 2020 were approved without amendment.

Action Items arising from previous minutes:

- Demolition of the dingy floating dock and launch ramp has been completed
- Previous debenture holders were 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, it is anticipated that the issue will be fully subscribed
- Discussions have commenced with RMS to seek approval to construct a new dock or floating pontoon to be installed subject to final concept design and funding being available, as well a new lease term will be sought from the RMS.
- All insurances for 2020 were renewed in June 2020.
- The AGM will be held on Thursday 10 September 20 (subject to any Covid 19 restrictions applicable at that date)

Management:

A trophy cabinet has been approved and will be completed and installed as soon as practicable. Committee member Mike West has very generously offered to pay for the cabinet, (subject to final design and cost) and the Committee thanked Mike for this very generous and thoughtful offer.

Club Managers Report:

- As at 20 of July, we have 101 financial members for the 2020-2021 season.
- Several people have raced in more than 3 races this season already (Rule 46) who frequent the club and are yet to renew their membership.
- From 1 August 2020 we will publish a current member list each race day, to be updated and on display in the clubhouse on the morning of each race day as a reminder to those who have yet to join/renew.

The BSC has received a written complaint from RMS:

“We have been informed that the members of the Balmain Sailing Club are constantly in breach of these conditions as there are constantly boats from the Club occupying all berths and making it impossible for the public to use it for pick-ups, drop offs or temporary berthing.”

A fundamental condition our licence with the RMS, (as set out below) is that any breach or contravention of that condition could seriously jeopardise the club's licence, which is currently under renegotiation with RMS. Members must strictly abide by the rules governing our marina licence and continued contravention could lead to a breach of our licence.

“No overnight or permanent berthing

Casual berthing is permitted for loading and unloading of goods, embarkation and disembarkation of persons, or launching and recovery of vessels

No power tools producing loud noise are to be used on boats at the pontoon facility

BSC vessels are to leave by 8pm, except on race days (maximum of 40 per year) by 10pm

Reasonable public access is to be allowed during daylight hours (via time lock)

In response to the letter we requested that any boats in the marina in contravention of the above conditions be removed immediately. A floating dock that was being used to launch dinghies was repositioned into the space previously occupied by the fixed flat deck (thanks to Dave Hodson and Campbell Reid).

- Thanks to Committee member Ray Miller we have created a QR scanning code that allows people to sign into the club digitally using their phone, also manual sign in sheets are still provided, as well hand sanitiser is also available.

- A review of the club's occupancy capacity in relation to social distancing and the 4sqm per person rules has concluded that we can accommodate up to a maximum 36 people in the club house at any one time.
- With the escalation of cases in NSW the club needs to be more vigilant with regards to the number of people on site. Accordingly, on Friday and Sundays, we will employ a person to count the number of people on site to ensure compliance with the current Public Health Orders. Also, we have implemented a policy of a maximum of 2 passengers on the club's tender boat.
- For the past four weeks the skippers/crew from Odyssey and Bear Necessity have been organising relatively informal post-race Friday evening meals. This has resulted in some additional revenue from food and bar sales. The food costs are reimbursed and profits go to the club.
- In support of this, the decision was made to use the additional profits to employ a bar person to ensure the responsible service of alcohol, cash management, club security and COVID cleansing. The cost of the bar/lock-up person (\$100) is more than covered by the profit from food and the additional profits from bar sales.
- A Top Yacht Entry System has been set up for the **2020-2021 Season** and I aim to update the links on the BSC's website so that competitors are able to pay for and enter all races from Monday the 3rd of August. This should have a positive impact on the club's cashflow.
- For obvious reasons we have seen a dramatic reduction in the number of Hall Hire since March 20. We need to implement a policy to ensure that hall hire functions are limited to 36 people
- Recently we have had 7 half-day bookings from '*The Leadership Thinktank*' (thanks to Liesl Duffy for the recommendation) and 10 consecutive Thursday afternoon dance/drama classes commencing this week. Total value is \$2,420.00 we had another booking from New Ltd in June. All of these bookings are ideal as they are for generally between 10 and 15 people.

FINANCES:

- As advised in previous meetings the expected COVID shutdown as proven to remove much of the club's operational revenues.
- 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 22 July 20 the Club hold \$140K at the bank.

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.
- The **Friday Afternoon Series 3** has seen the largest fleet since the series commenced in 2016. Most notable has been the number of boats participating on a casual basis. That is, entries from skippers who are likely working from home, check the weather and are able to enter and race at short notice. This is possible because the BSC offers casual entries [unlike the other clubs in our area]. This, combined with an increased number of series entries has seen revenue from Race Entries increase by well over \$1k for Series 3 alone!
- The **West Harbour Winter Series** was reduced from a 7-race series to a 4-race series due to COVID-19. To date we have seen 50 yachts compete in 3 races from 3 starts which compared to other years is very good. The final race of the 2019-2020 season is race 9 of series 3 of the Friday afternoon series in Friday the 3rd of July 2020.

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.
- AG has recently requested assistance from Australian Sailing for the nomination of accredited instructors to run sailing course for the BSC school, as a result two well qualified instructors have been identified and interviewed and discussions are continuing with them.
- All current BSC instructors will need to have their accreditation up dated and should speak to AG re the procedure.

RISK MANAGEMENT/ WORK HEALTH AND SAFETY:

- All members should become familiar with the 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
- 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 starting desk.

Regatta:

- The **2020 Balmain Regatta** is just 12 weeks away. It is proposed that we have a Twilight Race on Friday the 23rd of October, the Pub Challenge on Saturday the 24th and the main Regatta on Sunday the 25th.
- The Couta boats that raced last year are keen to make their Balmain Regatta a three-day program (Friday through Sunday) The priority now is to come up with some marketing collateral a theme and very importantly generous sponsors. As many members as possible will allocated the various tasks required to organise and successfully and run the regatta.

Infrastructure:

- At the March 11 Committee Meeting approval was given to urgently demolish the launch ramp and dock area, Polaris Marine have now completed the job at a cost of \$35,58, which was large saving on the initial quote of \$58K.
- Planning for the refurbishment of the remainder of our deck is under way. This includes:
- Encasing the existing concrete (10) and timber (15) pylons that support the deck
- Removing the old decking, bearers and joists and replace them utilising club labour
- Informal quotes have been received from from Walcon for the supply and installation of an 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 is a safe dinghy/kayak/tender launching facility that will also be safe to launch dinghies for younger persons. Advice has also been sought from ADM regarding the above.

General Business/Correspondence:

Correspondence has been received from a life club member recommending that a long-time member and supporter of the club be considered for life membership, the recommendation will be considered at the next management meeting in August 2020.

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@balmainsailingclub.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 26 August 2020