

OPUA CRUISING CLUB INC.

Committee Meeting - 16 January 2018 - Club Rooms

Present:- Derek, Nick, Cam, Sheila, Andy, Brett, Jilly, Chris, Kerry, Gregg.

Apologies:- none

Minutes of Previous Meeting:-

Moved – Derek
2nd – Sheila

Matters Arising:-

Sheila still to contact BEPOZ regarding Monthly Software Rental Agreement.

Correspondance:-

In:-

Email from Manuela – requesting confirmation that the bar and kitchen will be open on 22 and 23.1.18 from 4pm. Their registration is 4pm – 6pm on Tuesday 22nd. She would also like a code and key to access office so she can store volunteer packs on Sunday 21st.

Email from Manuela reminding us that car park needs to be clear from Sunday evening 21.1.8.

Email from Robin Irwin – would like us to put some info in Tell Tales about his Marina in Savusavu.

Email from Nev Campbell – disappointed club decided to close during BOISW.

Out:-

Email from Derek to Manuela re Bofl Sailing Week – Club Rooms leased to Bofl for 3 days – 24 – 26 January.

Club will still be open and meals will be available but BAR will be closed. Drinks will be in tent but can be taken into the club.

Email to Kim Wilson thanking him for the giving us a padlock for the dock box.

Commodore's Report:-

Hopefully everyone has had an enjoyable Christmas and New Year. There is little to report due to my main focus being on 'time out'. Fortunately, Sheila has been 'on deck' and ensuring the Club continued to run effectively.

The review of the ICA Rally is to be scheduled shortly, Sheila has extracted the financial data and Kylie will arrange a time and place to suit all concerned once she returns from Christmas leave.

Once again patronage of the Club was good for December although this year we got distracted and did not achieve the Venue Hires for Christmas Functions like we did last year.

Our focus for the immediate future needs to be on overcoming our declining Winter trading, as previously reported, this is a developing trend that needs to be curtailed. In my view we need to become more appealing to the next generation. The important thing is to identify what needs to be done and act, not just talk about it.

Moved – Derek 2nd – Nick

Vice Commodore's Report:-

Sailing is going well, have a good team and joint effort on that, David Krebs, Ian Templeman, Manuela, and Gregg, recently Paul has been helping out as well.

Sprint Races are a big success and look FWD to possibly including RBC in this. Plans still being worked out for the F&P and to combine a series similar to Epiglass.

Staff, wages and performance need to be reviewed, Their Contracts state annually, apparently this has never happened, we all saw a note about Xmas. In future I propose to hire separate staff for Commodore Party and invite OCC Staff to join in as part of the Club. I think this would go a long way and similar to any other Business Xmas Party.

Recently there seems to be upset members surrounding BOISW and OCC, mainly about members not being informed. With emails saying that it is the plan only to let members know the week before. I do not agree with this and feel that there should be full transparency with what is going on. This keeps happening time and time again. We as a committee say that we will let the members know what is going on, but yet again this has not happened, and apparently it was intentional.... This needs to change.

Bruce's price on the LED's for the Kitchen is pretty good. Any thoughts to see if we can get one on a Trial Loan. Quickly plug one in for the night and see if Penny and Staff are happy?? I think they were about \$150 + GST each??

I could probably do the wiring for the test so we wouldn't have to get Bruce in. Even if we just put a plug on the end of it and ran it with a power lead for the night

Moved Cameron 2nd Derek

Derek pointed out that the timing of BOISW email notification was agreed with the event organizers, however the arrangement to lease the Club to BOISW for 3 days was widely discussed in the weeks before. Both complaints related to the Bar being closed and replied to. He also pointed out that the commercial arrangement with BOISW was subject to a confidentiality agreement so full disclosure had not been an option.

Jilly pointed out that BOISW are the organizers and OCC is supporting the event.

Andy agreed that the LED Lights were good value.

The Committee agreed we should proceed to upgrade the kitchen lighting.

Financial Report:-

December	2017	2016	2015	Notes
Income				
Membership	\$1,830	\$1,609	\$2,408	
Advertising	\$0	\$0	\$0	
Activities	\$293	\$752	\$6,113	2015 5k rib hire
Bar	\$15,084	\$22,285	\$17,134	Inc DB incentive \$2560
Kitchen	\$0	\$3,393	\$3,287	Still awaiting a figures
Other Income	\$1,457	\$1,304	\$530	
Total Income	\$18,665	\$29,343	\$29,671	
Cost of Sales	\$7,845	\$11,641	\$8,935	
Gross Profit	\$10,820	\$17,702	\$20,736	
Expenses				
Wages	\$5,211	\$6,322	\$4,643	
Office Expenses	\$1,731	\$4,123	\$870	
Occupancy	\$7,775	\$7,283	\$7,645	Insurance \$5665.58
R&M	\$293	\$416	\$559	
Other Expenses	\$2,530	\$2,177	\$3,284	Indonight \$1511 Y/S \$868
Total Expenses	\$17,539	\$20,320	\$17,001	
Profit (Loss)	(\$6,720)	(\$2,618)	\$3,736	Kitchen Lease to add

COMMENTRY

If you remove the DB incentive from bar sales true figure is \$12,524 vs \$19,941 in 2016

YEAR TO DATE	2017	2016	2015	Notes
Membership	\$20,943	\$24,612	\$28,322	
Bar	\$90,573	\$100,505	\$100,705	
Kitchen	\$17,255	\$16,444	\$16,457	*missing dec figure
Other	\$38,458	\$28,870	\$31,689	
Total Income	\$167,229	\$170,431	\$177,173	
Cost of sales	\$75,215	\$71,368	\$54,128	
Gross Profit	\$92,013	\$99,064	\$123,044	
Total expenses	\$104,453	\$104,458	\$116,258	
Profit (Loss)	-\$12,440	(\$5,394)	\$6,786	*missing dec figure

Declining bar sales seem to be a an ever increasing issue, I'm interested in any feedback on this, I personally have frequented the club less often but on the times that I have it seems to me to have fewer locals members than normal.

The kitchen may now face increased competition with a new takeaway bar opening in the old General Store building.

The Marina cruisers lounge will be affecting our shower income as they have larger newer facility also the free water fill on the end of J pier will also be affecting dock income.

I recently attended the local Business Association meeting and found the general feeling about Opuia is that business is on the increase and there is a very positive vibe about town with more people about due to the larger Marina, we need to get them through the door.

Moved – Nick 2nd – Brett

Monthly Accounts passed by Andy and Cameron

Membership Report:-

None

Racing Report:-

Included in Vices Commodore's Report.

Bar & Kitchen Report:-

Brett to do a cost price review.

Publicity Report:-

Calendar sponsors –It was my understanding that if a company bought a month in the calendar then they got a write up or one page feature in those months telltales.

This didn't happen in September, October and November. Three sponsors have missed out. Sept - Roadrunner, October - Sailwork, - November Parasail, I have contacted Parasail and Seapower apologizing for the oversight and offered them a page in Feb editions . I intend to contact Sailwork and roadrunner and offer them a space in the March edition.

Crew wanted/Boats wanted – no actual co-ordination happening around this as there was very little interest – see below from Ian/Merry -

'Alas the system failed to work as only 2 people registered as wanting crew and only one potential crew registered who joined the club and was snapped up by me. The only other potential crews who contacted us were referred via Sheila in the office and they were always backpackers etc. looking for a free ride on a Wed night.'

I think we need to re-visit the website idea for crew/yachts, there has to be a way for people to publish their details on there (after an approval process) for others to find them. – Ian mentioned it was limited to members who want to crew?

Web Site Report:-

As per last report, the site content is up-to-date and system software updates are continuous and being applied as appropriate.

Not much new content has been added this month, other than some late additions to the racing programme. I have updated the front page to include essential notices / information, and I now have the sample menus (Dinner and Lunch) which are included on the 'Bistro' page.

I've not include the stats for the site, for December and January-to-date since they are heavy on detail but not providing much useful information. December visits were slightly up and January is a little down – holidays probably. Not surprisingly the top download currently is the bumper edition of [Tell Tales](#).

Commented [DE1]:

House Report:-

- Lock to be replaced on kitchen door.
- Working bee Feb 17th at 8am for deck, cupboards, display merchandise in bar, clean carpet and chairs, firewood.

Social Report:-

Not much to report - gift giving event went ok. Got a decent amount for Women's Refuge which was much appreciated by them.

I did suggest gifts and a card to be given to the bar staff, Sheila and Peini for xmas, not sure if this was followed through? Brigitte's email was extremely valid and the employees/contractors like Peini deserve some recognition for all of their work throughout the year. Apparently, the club hasn't traditionally done anything for them year to year, this should be remedied in future.

I have to say that I'm a bit lacking in motivation this past month, I've been avoiding the club to get a break but February will be back into the swing of things.

Committee positions need to be advertised in Tell Tales asap and any interested parties given a hand-over BEFORE the elections. People are more likely to excel in their new roles if they have an idea of what they need to do.

As was in my report from last month's meeting but didn't get addressed because the meeting was cut short:

It would be good to have a working bee soon, install the cupboard that Sheila has been waiting for some time, we also need to sort through all of the old paperwork and get rid of anything too old to free up some space. The way the clothing is currently displayed isn't looking very good, Curtains or Cupboards and proper shelving behind the bar would look a lot more professional.

Week-ending 27/28 January BBQ cruise.

Derek mentioned that he had sent personal e-cards to OCC staff.

General Business:-

- Keel Boat Training Course – 13.2.18 – using club rooms.
- Look at trading before deciding when to close on Monday.
- Next Meeting to have an emphasis on planning.

Date of Next Meeting:- 13 February 2018

Meeting Closed:- 8pm