

**OPUA CRUISING CLUB INC. - Committee Meeting - 19 January 2021**

**Present:-** Chris Williams, Peter Boyd, Sheila Grant, Kerry Payne, David Krebs, Derek Edwards, Jo Moxey.

**Apologies:-** Corinne Tucker, Don Hope.

**Minutes of previous meeting:-**

Passed – Chris Williams.

2<sup>nd</sup> – Kerry Payne.

**Matters arising:-**

- Peter Boyd to follow up with Bruce about Club Lighting.
- Clears and Soundproofing are still progressing.

**Correspondence:- Committee Meeting 15 December 2020**

**IN:-**

Email from Mike Leving – Total Yacht Care - I'd be happy to sponsor and provide a big prize for the Ladies championship, that's if you're looking for one, just let me know.

Letter received from David Rutherford regarding his refund of dock money he gave us. Copy of this was forwarded to Corinne, Chris and Peter.

Letter from FNDC – re compliance visit of Megan Edwards – this letter forwarded to Chris, Peter, Corinne, Derek and Violet.

**Out:-**

Letter to Megan Edwards at FNDC acknowledging receipt of her letter.

**Correspondence:- - Committee Meeting January 2021**

**IN:-**

Email – from FNDC acknowledging my letter of 29<sup>th</sup> to Megan Edwards

Letter from Gary Hack re accident on 17 Jan 2021.

Police Acknowledgement Form re theft of money from Dock Box.

**OUT:-**

Replies to Gary Hack and Gary & Lesley Lucas re accident on 17 Jan 2021

Moved- Sheila Grant.

2<sup>nd</sup> – Chris Williams.

**Commodore's Report:-**

Seems like an eternity since the last meeting.

I'm just going to roll through a few bullet points –

- Mr Rutherford's letter, as previously discussed. No refund.
- Benn and his dismissal finalisation and future staffing.
- The docks honesty box replacement.
- Roof is getting a bit crusty on a couple of corners, will need to spray again.
- Communication re race week and club closure.
- The kitchen contract..... tbd. Had a couple of reviews that were not ideal. These are the things I wish to discuss some will be brief some not so much.

Moved – Chris Williams.

2<sup>nd</sup> – Sheila Grant.

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**Vice Commodore's Report:-**

- Meeting with Owen Glenn, a bit social as he had quite a few with him, am meeting with him and his skipper at a later date, he is keen to help out with sailing type things, infact he thought that he had made a donation to the youths a few years back, I am not so sure?
- Bar staff is an on-going battle, I think we need to look into employing a club/bar manager that can look after a wide variety of the clubs interest.
- Can we sort out a budget for a bit of refurbishment and updating. **Committee agreed that this should be put out to club members for their input.**
- Need to seriously look at hiring out for functions etc, and more club events, a manager could look after this.
- Sailing, can we look at starting rum /Friday races at 5?
- Handicaps, are getting skewed to much for the yachts that do most of the races in a series, the ones that only do a few do not move too much, and if you have a good race you move up heaps, but a shocker is slow to move down, maybe need to adjust base handicap, for yachts that sail most of series, or adjust up the ones that only do the odd race.

Moved – Peter Boyd.

2<sup>nd</sup> – Chris Williams.

**Treasurer's Report:-**

- Sorry but I am going to have to put in my apologies – there is nothing really to report on my end and Sheila will have the bank accounts for everyone to peruse as well as the P&L reports.
- Totally agree with Pete that the Club is under utilised for functions and also that any refurbishments



need to be locked in

- Was there much/anything said about the club being closed those days over Christmas and New Year's?
- I thought Violet was the Bar Manager??
- We need to make sure that correct processes are followed when employing new staff so that the 90 day rule can be implemented if/when necessary – this means that no one can start work BEFORE they sign the contract or BEFORE the contracted start date – even just to 'have a look at things'.

Moved – Corinne Tucker.

2<sup>nd</sup> – Sheila Grant.

Bills Passed by – Chris Williams.

2<sup>nd</sup> – Jo Moxey.

**Racing Report:-**

**Course Sheets updated for New Year**

Introduction of Shortened Course sign for prestart. Some courses may be amended....eventually. **Website** Rose still happy to sort web when asked. Perhaps add a club charges page could be useful. Be useful for committee to refer to when we have a query or request for an exception

**Security Cameras**

Kerry has connected the camera to the net. I just have to get the Swann App to connect to my phone when I get a chance. OCC Ladies race Championship This turned out to be a bit of a disaster, with Gary Lucas being seriously injured after California Kiwi withdrew from the race. Gary Hack has forwarded an incident report and we have responded to him and to Lesley and Gary Lucas. We are always concerned when these accidents happen.

All boats DNF and we will reschedule at a later date.

**F&P Interclub this Weekend**

**Starters**

Vera with Rob as additional backup.

**Expected Maintenance Costs in next 12 Months:**

Need to do annual maintenance check on remainder & reflective tape - Work in progress.

Still to Sort:

**Funding applications**

**Costs incurred this month:**

Coming up: Race Box Shelving!

Moved – David Krebs.

2<sup>nd</sup> – Derek Edwards.

**Bar/Kitchen Report:-**

- Price review completed for some time now and needs to be approved as overall Bar GP is under 50%. Nett Bar Revenue for December was mediocre at \$15,240. S.o.H. was \$4,788 + \$757 for Merchandise.
- Benn Penalver has been Terminated and Ali Sutton, who lives aboard on 'I' Pier, is being trained to fill that position. Hopefully we now have the person we needed to find all along !! However, we still need at least one more person who is both local and available. With Benn's departure we once again are solely dependent on Violet as our Certificated Manager and this is far from ideal.
- The FNDC Compliance check has been responded to with all issues resolved with the exception of having a copy of all registered duty managers at the Bar as opposed to the Office.
- The EftPos was successfully linked to the BePoz.
- The Kitchen Nett Revenue \$22,086, excluding any bulk invoiced events, was close to what should be expected for December.

Moved – Derek Edwards.

2<sup>nd</sup> – Peter Boyd

**Membership Report:-**

Senior Single – up  
Family Full – up  
Single Super – up  
Family Super – up  
Single Assoc – Down  
Family Assoc – Down

Have credited all the invoices sent out for membership renewal still unpaid. Last year invoices were not credited until beginning of March. It was suggested that we should just void unpaid invoices but checking with the accountant this causes issues in Xero so any left unpaid need to be credited. Can only void an invoice if it has been raised within the same month.

Do we still bulk or do we invoice as paid.

**Committee agreed that we would send out notices of renewal to all members and only make up invoices once membership paid.**

**Publicity Report:-**

**Mailchimp**

- I have set up a welcome email that automatically sends out to each new person who signs up to our email list.

- we lost one and gained 2 subscribers to our list in the last month. The total number who subscribe our emails is now 568

**Facebook**

Interaction with posts down on last month, hopefully because people are all outside enjoying summer.

**Telltales**

We're getting more stores etc from Project Island song and Jane Banfield (Earthcare Opua)

I stock up the counter at the General Store all the time as well as giving some out to Burnsco, Caters, the Marina Cafe and the launderette for customers to take. It's still the biggest download and clicked post when it comes out online each month.

Moved – Kerry Payne.

2<sup>nd</sup> – Chris Williams.

**House Report:-**

No report

Moved –

2<sup>nd</sup> –

**Social Report:-**

**Youth Sailing Report:-**

**General Business:-**

- Theft of money from Dock Box has been reported to Police.

**Meeting Closed:- 17.20pm**

**Date of Next Meeting:- 16 February 2021**

