



Minutes
Half Year General Meeting
Held on Sunday 6 January 2019 at Blairgowrie Yacht Squadron
2900 Point Nepean Road, Blairgowrie, VIC 3942

1. WELCOME

The Commodore opened the meeting at 10.37 am and welcomed members.

2. APOLOGIES AND ATTENDANCE

Members who attended and apologies are recorded as an attachment to the minutes.

3. MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING HELD JULY 2018

The Commodore asked that the minutes of the Annual General Meeting held on Saturday 28 July 2018 be accepted.

Proposed: Mike Trumble Seconded: Jenni Maclean **Carried**

4. CLUB CAPTAIN REPORT

Richard Backwell opened by thanking the members who recommended him for the role of Club Captain as well as his family for their support. Richard noted that being able to present the sailing pillar report first is important because we are first and foremost a sailing club.

Acknowledgements

Thank you also to Keith Redman and the crew on Bruce, the Sailing Committee, especially Tracey De Poi and Anna Lewis, for their work in transferring BYS to the new roster system. Thank you to Greg Rowland and volunteers who tirelessly work to prepare the buoys, tackle and patrol boat to enable club racing. Thank you to each of the members and volunteers. This Club is based on volunteerism.

Welcome to our new Sailing Manager, Gordon Hyde who came into the job a few weeks before the season with a lot of work to accomplish.

Patrol Boats

Patrol 9 has been refurbished. The Club Captain reminded members that the patrol boats are our third biggest asset and so we need to look after them.

Regatta Participation and Results

- Richie Robertson won the Musto Skiff State Titles
- Hamish and Ellie Cowell competed in the Open BIC World's in NZ and placed 7th in the U17 division and 30th in the U13 division respectively
- The O'Briens and McIntyres competed in the International Mirror Worlds in Sydney experiencing some very challenging conditions. The Contender Nationals are currently being sailed in South Australia with John Lindholm representing BYS.

- The Warners, Browns, Grimshaws, Bates' and Hardings are all competing in Tasmania at the Nationals Championships for their respective classes.
- The Petersville Regatta at BYS was a cracking success with 52 competing boats.

Future Regattas

- WAZSP State Titles will be held at BYS from 2-3 March 2019
- The Minnow Sailors will be in Paynesville for the Nationals in January
- BYS is hosting the Victorian Youth Championships in April. This is a big regatta with 150 boats and 3 courses. We need help so please volunteer.

Results

We are bringing back paper results from next week.

Motions

You have two motions to consider today, the first one is an increase in fees and the second to support a change in the structure of the General Committee. Vote yes to both of them, the second one is a "no brainer".

5. MARINA AND HARDSTAND REPORT

Matthew McCarthy noted that the Marina and Hardstand has been business as usual for the past 12 months with some great feedback from members and contractors about the service.

Safety and Security

Daniel Knapp has now been with us for 12 months as Marina Manager and has placed a focus on increasing our safety and security practices, ensuring our contractor induction is operational and enforced.

We now have 9 cameras operational in the marina all with 30 days data storage.

Asset Management

We now have a preventative maintenance program in place for the extended marina. Over the last 15 months the SBH Committee has done a mountain of work for the betterment of our biggest asset. The rectification works on the panel and bolt problems on the wall have now been complete.

Rentals

All 32 club owned berths are rented while the 36 short term berths are in high demand with about a 95% occupancy rate.

Slipping

In 2017/18 we slipped 166 boats and for the 2018/19 period we forecast that we will slip 174 boats representing approximately \$147k revenue (ex GST).

The Club is receiving a lot of external business for slipping so we encourage you to get your requests for slipping in early.

Sand Management

Sand pumping will be required in early 2019.

6. CLUBHOUSE PILLAR

Food and Beverage

Adrian Mulcahy advised members that we have now reached a point where our food and beverage operation is providing a consistent service. There are a few new faces with David Sherlock joining us as Food and Beverage Manager and Kalani, Chris and Braydon as Food and Beverage supervisors.

The short term (2018/19) Food and Beverage strategy is now being delivered with the medium to long term strategy to be developed in conjunction with David Sherlock post summer.

Food and Beverage is not an area of the Club that we make money on, it is a service to members. YTD financials show that we are currently ahead of budget. It remains a cyclical business with most of our surplus being achieved in the 6-week summer period.

Clubhouse and Grounds

The General Committee has established a site master plan sub-committee to plan for the needs of the club in future years.

The repair work on the groynes in front of the Club is mostly now complete and has saved more of the beach from eroding over the winter period.

Thank you to members who helped during the important working bee on Saturday 29th September. The next working bee is planned for end April/early May.

7. MEMBERSHIP REPORT

Andrew Little presented the Membership Pillar report noting that the Club membership was stable at 2038 members. The mix of the members is a key focus with a desire to make sure we remain an active sailing club. Andrew Little provided members with updates from the past year including the return of the volunteer thank-you soiree, a unified newsletter structure (On the Horizon), the return of the club publication Southern Sails and a revitalized club website almost ready for launch.

Membership Engagement

Membership engagement remains important and is supported by the 12-month social calendar. We have also recently implemented a trial of the day pass system that allows people to try sailing in a cost-effective way. Australian Sailing is behind the introduction of the day pass system and has evidence from the 12 clubs around Australia that first implemented the offering that they saw a significant percentage of day pass users upgrade to full membership.

Our Tackers program now offers participants and their parents Honorary Membership for the period of the course in a bid to encourage more family units to join the Club.

Winter Memberships were successful again this year and reinforced that we are now a year round Club.

Andrew Little mentioned that the Sail Connect app is a great tool to connect people wanting to sail with boats and skippers needing crew.

Training

Race Management training has been a focus over the past year. In the last few months in particular we have run a number of courses resulting in 19 additional Club Judges, 31 additional skilled mark layers and 21 additional Club Race Officers.

8. FINANCE REPORT

Adrian Mulcahy presented on the Finance Pillar in the Treasurer's absence.

Half Year Trading Outcomes

- First 6 months ahead of budget
 - Operating Profit of \$386k for the first 6 months (this time last year \$367k)
- Berths, slipping & storage showing increased utilisations again this year
 - Contribution of \$320k for the first 6 months (this time last year \$198k)
- Food & Beverage team delivering consistent service and tracking to budget
 - Loss for the first 6 months of \$78k (this time last year \$84k loss)
- Membership numbers and revenue tracking to forecast
 - Membership revenue \$809k (this time last year \$814k)
- Costs and overheads in line with budget

Financial Position

- NAB Bank debt at 31 October - \$440k, last year \$252k
 - To be repaid on receipt of variable lease extension funds (\$1.1m expected March/April 2019)
- Cash at bank 31 October - \$859k
- Market value of club owned berths c \$6m
- CRM Fund (\$463k) not currently cash backed
 - Propose to cash back from Variable lease extension funds

Longer Term

- Variable lease extension funds
 - March/April 2019 - \$1.1m
 - Debt repaid and cash funding of CRM fund
- Future Income
 - 2022 - \$5.5m
 - 2032 - \$2.7m
 - 2038 - \$20.8m
- Strategic Planning in progress to articulate items and priorities we need to consider to future proof the club, how we best utilise the capital events of berth lease income and how we will maintain the valuable assets of the Club.

9. GOVERNANCE REPORT

Alistar Singh presented information on the Governance pillar in Martin Kudnig's absence. The major focus of the Governance pillar in the last 6 months has been the investigation and bench marking for the proposed restructure of the General Committee. Other areas of focus included:

- The work on formalizing the contract review and management procedures is ongoing
- A risk management framework in being developed

10. COMMODORE'S REPORT

Acknowledgements

The Commodore acknowledged the work of the General Manager, Amanda Jacobs and her team over the past few months. He also thanked General Committee members;

- Chris Coghlan for the significant contribution the to the Food and Beverage and Clubhouse pillar
- Greg Lewis for being a tower of strength and sounding board
- Dean Taylor for his project management skills and ability to get things done when you need it
- Thank you to the Club sponsors and supporters
- Thank you to our volunteers, BYS staff and the members of the General Committee and their families
- Thank you to my family for their support

The Commodore also thanked Andrew Graham for looking after one of the Club's most prized assets; the lawn. Andrew organized a mini working bee to restore the lawn and it looks terrific now.

Update on the Club Lease

We have made significant progress on the renewal of the 21 year lease with all major terms being agreed to the Foreshore Committee and reviewed by initial levels of DELWP. We have experienced delay in finalizing the lease because of the Victorian State Election and more recently because of the certified survey of the land and water not being lodged in the correct format. This has now been rectified.

Civil Works Project

The Commodore acknowledged the efforts of John Plumridge and MAW Civil in completing this project. We are now just waiting on United Energy to connect power and comms which we anticipate will be done in the coming weeks. The total cost of the project was \$443k against an approved budget of \$444k which included the resurfacing of the BYS driveway.

11. QUESTION & ANSWER

Questions were invited from the floor.

Georgina Plumridge: What percentage of the overall budget is the current loss in food and beverage?

Alistar Singh/Adrian Mulcahy: Last year we took 50% of the club's revenue in food and beverage over a 6 week period in December and January. Over the year the food and beverage showed a 5% profit. At this point in time it's too early to tell where we will end up at the end of the year. It's a cyclical business that peaks at this point in time over summer.

Wayne Bates: Club Captain you forgot to mentioned that 6 of us are going to the Musto Nationals in Lake Macquarie

Wayne Bates: Where are we at with the structural issues at the front of the building

Amanda Jacobs: We have coordinated a meeting with Maben at the end of January to discuss further.

Jo Miller: Can we fill in the pot hole on the BYS access role?

Alistar Singh: The access road is the responsibility of the Foreshore Committee however we will have a look at what can be done.

No further questions were received from the floor.

12. MOTIONS

1. Motion to increase Membership Fees

In accordance with BYS Rule 10.2.1 the following motion is proposed;

“The Annual Subscription for the 2019-2020 year (inclusive of GST and BYS Foundation levy) for a Senior Member be \$870 (an increase of approximately 2.3%)”

Proposed : John Lindholm Seconded : Alistar Singh **Carried**

2. Motion to endorse and support the proposed restructure of the General Committee

That the members endorse and support the proposed restructure as communicated to members by email, letter and club newsletter on 13 November 2018 (Restructure Document) and discussed in an open members forum held on 25 November 2018.

And consistent with that document, that the General Committee conduct a major re-write of the current rules of Blairgowrie Yacht Squadron Inc (**BYS Rules**) so that the proposed new BYS Rules will:

- a) substantially reflect the structure and goals outlined in the Restructure Document;
- b) be generally updated to ensure that they remain in accordance with the requirements of the Associations Incorporation Reform Act 2012; and
- c) reflect current best practice in the management and operation of not-for-profit organisations of a size similar to BYS.

And that once re-drafted, the proposed new BYS Rules will be presented to members for approval at a general meeting in accordance with rule 3.1 of the current BYS Rules before they will have any force or effect.

Questions on Motion 2

Brian Smith: Can you confirm that in the new proposed structure that the Audit and Risk Committee remains unchanged?

Alistar Singh: Yes that's correct, it remains unchanged.

Q: The structure looks good. Are you confident that it will reduce the work load of Flag Officers and General Committee?

Adrian Mulcahy: The importance of this change is that we need 15 to 20 new faces to share the load. This will enable the Executive Committee to push the minute detail of decisions to the sub committees enabling our discussions to be far more targeted and focused.

Alistar Singh: It's not practical to keep going the way we are. As an example Andrew (Doc) Little is our membership representative. This new proposed structure will introduce another 8 people to this pillar. As part of this process we did a desk top exercise of 14 Clubs; 7 around the Bay. We looked at like minded clubs. In the matrix we looked at their existing structures and found that the club most aligned to BYS was Middle Harbour Yacht Club in Sydney. Chris Wilson also suggested that we talk to Southport Yacht Club. In doing so I was able to ascertain that they are at the other end of the spectrum to us with employed staff carrying out most duties and very little volunteerism in the club.

John Coppock: How much opportunity have you left yourself to revise the numbers of the committees and the structure of the organization?

Alistar Singh: We can change the numbers and we can change the composition. If there is a substantial change then we would need to come back to the members for approval.

Richard Gilhorne: Are the sub committees going to be elected members?

Alistar Singh: The Executive Committee and the Flag Officers will be elected by the members. The other members will be recommended by the Flag Officers and approved by the Executive Committee.

Robert De Poi: The Rear Commodore and Vice Commodore aren't members of the Executive Committee so the sub committees appear autonomous. I worry about reporting.

Alistar Singh: At the moment the Rear Commodore and Vice Commodore don't have defined roles. You have picked up on both the strength and weakness of this structure. This structure now provides a defined pathway to Commodore. The weakness is that the 3 Flag Officers don't sit on the Executive Committee and they don't vote on the Executive Committee. We believe that the definition of these roles out weighs the weakness. The Flag Officers can choose to attend the Executive Committee meetings but they can't vote. On your concern around reporting let me give you the example of the Safe Boat Harbour Committee. At the moment the SBH Committee meets once a month, generating minutes that are circulated to the Commodore. This is how we see the sub committees working – they would meet in week 2 of the cycle and the Executive Committee would meet in week 4 of the cycle.

Jenni Maclean: Following on from that the sub committees will provide minutes. The Executive Committee will approve outcomes and recommendations.

Michael Trumble: The success or failure of this will depend on the quality of people in this positions and this is up to the members.

Alistar Singh: You've made comment to me about the quality of people on the current General Committee and this is new structure is designed to attract more people.

Grant Cathro: I note that members of the Executive Committee will serve 2 year periods in a rolling cycle. Is 2 years long enough considering it can take 12 months to learn the role?

Alistar Singh: We've settled on 2 year terms however I take your point

Greg Lewis: The advantage of this structure is that strategic decisions are split from operational decisions. Sub committees will be given terms of reference and a budget to deliver on. I think this split provides BYS with a better governance structure.

With no further questions from the floor the Commodore called members to vote on the motion.

Proposed : Alistar Singh Seconded : Adrian Mulcahy **Carried**

13. OTHER BUSINESS

John Peters thanked the Commodore for the "20 plus Members service dinner" held in June 2018. He also specifically thanked the Commodore for acknowledging at the dinner the passing of his mother Norma Peters, who at the time was BYS's longest serving and oldest Member, approaching 101 years.

14. MEETING CLOSED

The Commodore declared the meeting closed at 12.01pm

Attached

- Slide Presentation
- Apologies
- Attendees

APOLOGIES

SURNAME	FIRST NAME
Bates	June
Bates	Peter
Dorning	Timothy
Godfrey	Adriana
Grimshaw	Jane
Moody	John
Kudnig	Martin
Petschel	John
Walsh	Geoffrey
Walsh	Shayne Anne
Wiggs	Elizabeth
Wiggs	Neville
Wilson	Christopher

ATTENDEES

SURNAME	FIRST NAME
Addison	Graeme
Addison	Sally
Backwell	Richard
Banks	Fiona
Bates	Wayne
Bell	Tony
Binns Smith	Kirsten
Blackburn	James
Burfitt	Allan
Cathro	Grant
Cobelas	Rosey
Coghlan	Christopher
Colliver	David
Colman	Philip
Cook	Malcolm
Cooper	John
Cowell	Fiona
De Poi	Robert
De Poi	Tracey
Derham	Sally
Devereux	Andrea
Devereux	Paul
Dobney	Peter

Evans	Robert
Foreman	John
Forsyth	John
Gilhome	Richard
Godfrey	Ken
Graham	Andrew
Grimshaw	Mark
Harding	Jonathan
Harris	Thomas
Hayden	Mark
Jacobs	Amanda
James	Garrath
Joshi	Vijaya
Kamer	Robyn
Kensell	Chris
Kovac	Benjamin
Langton	Bryan
Legge	Peter
Leonard	Mischa
Levy	Lauren
Lewis	Anna
Lewis	Gregory
Lindholm	John
Little	Andrew
Loftus	Peter
Maclean	Jenni
Magner	Gerard
Masters	Beaty
McCarthy	Kym
McCarthy	Matthew
McKenna	Kimberley
McKenna	Raymond
McKenna	Shaun
Mellett	Ian
Mellett	Chris Sigrid
Miller	Josephine
Morrison	Stephen
Mulcahy	Adrian
Mulcahy	Cathy
Nicholls	Lyn
O'Brien	Danielle
O'Brien	Matthew
O'Donohue	Tom
Peters	John
Petzke	Michael

Plumridge	Georgina
Plumridge	John
Prowse	David
Prowse	Janice
Redman	Keith
Richards	Stephen
Singh	Alistar
Smith	Brian
Smith	Catherine
Smith	Geoff
Stevens	Hugh
Taylor	Dean
Thatcher	John
Trumble	Michael
Tuckerman	Robin
Ungar	Robert
Van Geloven	Marijke
Warner	John (Jack)
Wilson	Barbara
Wilson	Paul
Wilson	Peter
Woolnough	David Glenn
Younger	Christine