

SUSSEX YACHT CLUB
MINUTES OF THE MEETING OF THE MAIN COMMITTEE
Held Monday 16 March 2020

DRAFT

Item No	Item	Actioned By	When to do
1764	Membership Restructure	AF, ZF, RM, TS	April

The meeting commenced at: 19.34 hrs

Present:

Kevin Headon	KH	Commodore, Training Principal (Chair)
Terry Kinch	TK	Vice Commodore
David Nunn	DN	Rear Commodore, Hon. Treasurer
Mark Sharp	MS	Rear Commodore
Adam Thompson	AT	Rear Commodore
Kevin Knight	KK	Director, Safety Boat Manager
Des Silverson	DSi	Director, Dinghy Committee
David Carroll	DC	Director
Russell Morrice	RM	Director
Tim Stevenson	TS	Director

Tim Leigh TL Ex-officio, Secretary

The following dialled in and contributed remotely: -

Zoe Fry	ZF	Director
Alan Fry	AF	Director

Apologies:

Sue Large	SL	Director, Acting Chair, House Committee
Ann Macey	AM	Director, House Committee
Nicola Besag	NB	Director
Simon Oates	SO	Director
John Pryke	JP	Director
David Skinner	DS	Admiral
Agnes Bristow	AB	Ex-officio, Assistant Secretary

Number Item

1756 CORONAVIRUS UPDATE

1756.1 KH led discussion regarding impact of coronavirus on SYC. TS advised that the Prime Minister had just had a press conference and advised no social contact, do not attend pubs etc. and if unwell to self-isolate. KH confirmed AB is self-isolating

1756.2 KH advised he met with TK and TL to create an action plan. KH advised the proposed plan regarding club operations going forward in phases, closure being the extreme. TS advised the government is heading towards advising closure of clubs. KH advised of immediate bookings (2 Weddings and Northern Soul Night and Mothering Sunday). TL advised cancellation of the Northern Soul Night and Mother's Day would be the decision of the club, but the weddings should be up to the Bride and Groom. TL spoke on behalf of AF and ZF (remotely via telephone) said they were criticised for having a function at the club recently and they would recommend cancelling club events. KH confirmed all club events in March, April and early May be cancelled.

- 1756.3 AT addressed the duty of care to bar staff re exposure to virus whilst working. Discussion was had with regard controlling contact, asking the staff whether they wanted to work, if replacement staff could be brought in and protective measures put in place. TS suggested that staff given the option to work, but concerns were raised regarding their financial implications as staff were on zero-hour contracts so no obligation to pay them but, morally, staff should be paid.
- 1756.4 AT asked of the effect on sailing. TK advised sailing shouldn't be affected, and it is the responsibility of the individual. KH advised the club would listen to government guidance and the RYA. Training courses were also discussed and KH advised they may also be cancelled plus fears may mean fewer attendees. KH advised that the Royal Escape Race would almost certainly be cancelled. DN suggested decisions to be linked to government advice with the possibility of future changes.
- 1756.5 KH proposed that a small number (TL, TK, KH and TS) will consult and advise the rest of Main Committee (MC) on any decision made from the impact of COVID-19 and taking into account any government and NHS guidance.
- 1757 The Commodore started the meeting formally and reminded those present that the meeting was recorded and the necessity for confidentiality and good conduct was reaffirmed. TL went through the apologies.
- 1758 **MINUTES OF PREVIOUS MEETING**
Agreed as a true summary.
Proposed: Commodore; In favour: KH, TK, AT DN TS RM KK DSi MS
Against: 0 Abstention: DC (not present at previous meeting)
- 1759 **MATTERS ARISING**
No matters had arisen from the previous meeting.
- 1760 **COMMODORE'S MANIFESTO**
- 1760.1 The Commodore led a discussion regarding his manifesto and objectives over the next 2 years. KH advised the infrastructure projects had taken focus with a lot of effort from TK with SDP and MS with Southwick. KH wants to increase participation (from current and new members) attract a younger demographic, introduce pay and play, a clear membership structure, boost website and digital marketing.
- 1760.2 KH wants to introduce a pay and play operation and system to hire out SYC's sonars, dinghies etc. encouraging competent sailors to independently sail, although there was a lot of groundwork to do e.g. checking those who are trained and signed off, booking system (via app/website?), priced correctly, maintenance issues etc. of which KH has done pre-emptive work.
- 1760.3 KH stated that membership is key for the new building (discussed in depth later in the meeting).
- 1760.4 KH advised Barco and social side will be critical moving forward to the new clubhouse and would like SYC to be a more interesting place for members to come e.g. live music etc. KH advised that all discussed is being looked at and detail is to be decided.

1761 **COMMODORE'S ADDRESS TO DIRECTORS**

1761.1 History and SYC Aspirations

- 1761.1 (i) KH addressed each of the Directors to share their backgrounds and how directors could achieve aspirations. TS advised that he could contribute as he is involved with the community and interested in the membership committee. RM advised his background is in corporate governance and he was happy to be involved in membership and assist with the website. DC to continue his involvement with Sailability and be more involved with membership. KK advised he would like to develop safety boat team and race committee i.e. team that can lay courses, officiating etc. and to supporting pay and play and eventually powerboats to pay and play also has massive potential there. DSi advised he was involved in races and worked with AT with evening races and mini-series and continue working with SSC encouraging dual play.
- 1761.1 (ii) KH advised SYC attracted new members but is not able to retain them (representative of all RYA clubs) and would like to introduce a members' representative who could report to MC with any issues.
- 1761.1 (iii) KH suggested that multiple project groups be created, and directors encouraged to join short term as people's knowledge and expertise were required to move forward.
- 1761.1 (iv) DN suggested a restructure of MC to condense groups and reduce meetings and to meet re voting on formal matters.

1762 **MAJOR PROJECTS**

1762.1 Shoreham Development

- 1762.1 (i) An update was given as to the progress of the Shoreham Clubhouse by TK which was continuing but concerns were formally submitted to Stirlands regarding delays (3-4 weeks) and the construction not properly weathered as the interiors had started. TK confirmed there had been issues regarding the windows. TL advised this is resolved, mainly regarding the west facing section window.
- 1762.1 (ii) Regarding Covid-19, TK confirmed if they shut the building site, SYC carry a premiums liability but delayed, the contractor has liability.
- 1762.1 (iii) RM advised of possible issues re pointing and different colourations of brickwork, e.g. the chimney. TK confirmed this had been addressed and chimney will be de-salted and cleaned at the end of the build.

1762.2 Southwick Project

- 1762.2(i) An update was given regarding the progress of Southwick by MS, which is nearly done, and the boatswains should be applauded for their achievement. Despite some difficulties, boats were able to sail last weekend. KH said well done to everyone involved.
- 1762.2 (ii) MS confirmed dredging was to be done objectively but overall on track £300k investment overall plus D pontoon. DN advised the

Southwick project was well under the budget of £532,000 agreed by MC however, DN wanted it noted that he did not agree to that original budget.

- 1762.2 (iii) MS advised that discussions were being had re acquiring landslip and NTC centre which appeared vacant for potential dinghy storage but details e.g. cost, lease, ownership were unknown.

1763 **Southwick Berths**

1763.1 **Southwick Berth Charges**

- 1763.1 (i) DN led the discussion regarding the proposed berth charges at Southwick. Papers were circulated.

- 1763.1 (ii) DN clarified the agreed rate - at £175 per metre per annum.

Proposal to adopt Southwick Berth Rates

Proposed: DN; seconded: []; In favour: Unanimous;

Against: 0 Abstention: 0

1763.2 **Southwick Berth Holder – Advance Payment Discount**

- 1763.2 (i) DN suggested offering berth holding members only an opportunity to buy ahead their time (3-5 years) on the berth. DN explained the aim was to try and get up to £150,000 extra cash early so the Club could benefit from the extra buffer. DN advised that he wanted to keep the offer as simple as possible and this was similar to when SYC purchased the hoist.

- 1763.2 (ii) Debate was had with regard to details. DN emphasised that the scheme should be simple, no extra charges would be paid should rates increase, a separate deposit account would be used to identify the money. He would wait for the initial responses to be received before applying any restrictions, then berth holders would have a specific time-frame to complete the transaction. DN also confirmed that this would be a one-off offer to existing berth holders, plus possibly the 12 port berths in due course, and not necessarily open to those taking up future moorings.

Proposal for berth holder discount voucher scheme

Proposed: DN; seconded: AT; In favour: Unanimous;

Against: 0 Abstention: 0

1764 **Membership Restructure**

- 1764.1 KH advised of the proposed membership re-structure of SYC and advised that a committee had been formed to discuss the options. Papers were distributed. Stemming from the recent RYA Talk, the group had discussed monthly payment option, different levels of membership (from local, social members to full, boat owning member) and long term could be used to help mitigate casc status and considered against articles.

- 1764.2 TK advised they had broad ideas which had now been simplified to what may be appropriate. It was suggested that members on their anniversary disclose how they have utilised their membership (via a form to indicate participation in activities). Casc

issues could be resolved (casc - 50% membership have to do activity once a month for year which gives SYC certain financial benefits.)

1764.3 MS advised the work to do is twofold; the physical structure of membership how it fits in with SYC's constitution; and how SYC should police membership i.e. who uses facilities, if members are getting the right value for investment etc.

1764.4 RM asked if this would replace or add to existing membership structure. KH advised initially offered to new members then when existing members are up for renewal, offer the new membership packages (option for more/less privileges) plus the existing membership package. Current annual single membership is £177.00 (plus £37.00 join fee) and would aim to charge roughly the same.

1764.5 A committee of approx. 5 people should discuss the structure, risk, benefit etc. and report back. TS and RM, along with AF and ZF, volunteered plus some members from the AGM. KH would contact all. DN advised that self-isolation should not stop participation and should have teleconferencing in place etc.

Action; TS, RM, ZF, AF; When: April

1765 **Wet Sections (On The Water Activity Section)**

1765.1 AT wanted to bring to the board a proposed development plan regarding the wet sections. Most people who have expressed an interest had seen presentation and plans. TL will circulate up-to-date documents with minutes.

1766 **New Members Listing**

1766.1 **Adoption of New Members**

1766.1 (i) New Members List was given to the Board and approved. KH suggested a more graphically easily read list to include a comparison to previous statistics.

Proposed: KH; In favour: Unanimous;

Against: 0 Abstention: 0

1767 **Correspondence**

1767.1 None

1768 **Any Other Business**

1768.1 MS as rear commodore dry (off the water activity) there are regular sub committees which are in need of rejuvenating. MS invited all to join House Committee (re use of the new building, functions, etc.) and Moorings and Maintenance Committee (re boatyard, Southwick) which require fresh ideas.

1768.2 KK asked the board to make decision on permitted areas for dogs and smoking/vaping in new building. For discussion at next board meeting. TL also advised there were no plans currently for a River Room equivalent where people could sit and have drink/meal in 'work clothes'. This to be considered.

1768.3 TL advised Ian Bush is no longer board member but is personal director for Barco and would like to resign and be replaced quickly. TL advised obvious candidates would be SL (chair of house) or MS (dry commodore) as replacements.

- 1768.4 RM advised the Raft Race was almost ready and just had to get website up and running. A committee meeting is scheduled Thursday to discuss impact of coronavirus and how they will proceed.
- 1768.5 TS discussed the effect of coronavirus on SYC as a community/family could offer help to elderly/vulnerable, act as an ethical employer, assist delivering food. Regarding coronavirus, any decisions would be formally recorded as a direct loss in order to claim any compensation that may be available.
- 1768.6 DN invited directors to join Finance Committee which was to meet in April, possibly virtually.
- 1768.7 AT expressed concern re lack of progress of the new website and submission of tender document. KH advised SO who was assisting was not present to discuss.
- 1768.8 TK asked for developments regarding communications to monitor groups from all sections through the office. DN asked if AB be added to committee groups discussions to assist her to co-ordinate that teams get together. KH advised each director now has a club email address.
- 1768.8 TK requested MS put together an activity plan. MMC has remit for buildings and asked if there should be a smaller dedicated group to consider improvements to facilities at Southwick e.g. showering, changing, dinghies to ensure Southwick is brought to the same standard as SDP and invited volunteers to join.
- 1768.9 DS (in absentia) asked TL to advise the board courtesy of the ex-commodore he has an official seat at MC with the ability to contribute without a vote.
- 1768.10KK advised based on previous meetings, the decision should be up to the board to amend closing times. TL advised these are exceptional circumstances and pressure to be proactive and the decision was made with approval of the chair of house which was valid authority.
- 1768.11KH advised the next meeting may be virtual along with subcommittee meetings to revise if they need to take place.

There being no further business, the meeting closed at: 21.22hrs

I agree the above to be a true summary of the meeting.

Kevin Headon, Commodore

16.03.2020

Date of Next Meeting: Monday 20th April 2020 at 19.30 hours
 Monday 18th May 2020 at 19.30 hours